

***TOWN OF HANOVER***  
***2010***  
***ANNUAL TOWN REPORT***



***ANNUAL TOWN MEETING***  
***Tuesday, May 10, 2011***  
*Hanover High School Gymnasium*  
*Voting - 7:00 a.m. to 7:00 p.m.*  
*Business Meeting - 7:00 p.m.*

# *Hanover 250<sup>th</sup> Anniversary Commemoration*



*(1761 to 2011)*



The Town of Hanover is designing a line-up of family friendly historical and entertaining events for this summer's 250<sup>th</sup> Commemoration! Be sure to plan your family vacation around these once in a lifetime events. Check out the tentative schedule and please remember that some of the activities are pending confirmation. If you would like more information about an event or to volunteer, please call the Hanover Parks and Recreation Department at 603-643-5315.

## **May:**

**Wednesday 11<sup>th</sup>** Jay Barrett Hanover native, historian, & author will present *1761 – 1770 The Chartering & Founding of the Town of Hanover & Dartmouth College*: 7 pm to 9:30 at the Howe

**Wednesday 25<sup>th</sup>** Jay Barrett Hanover native, historian, & author will present *The Early Settlement of Hanover & Dartmouth College 1770 – 1795 & The “Western Rebellion” 1776 – 1784*: 7 pm to 9:30 pm at the Howe

**Wednesday 25<sup>th</sup>** Pig & Wolf Street Art Welcoming Party at the R.W. Black Community Center

**Monday 30<sup>th</sup>** Muster Day & Bench Dedication: Hanover Center Green at 4 pm

**June:** Look for the Pig & Wolf Scavenger Hunt, Historic Window Displays downtown, Street Banners designed by Hanover students, Period Gardens by Hanover Garden Club, Etna Library's summer programs will include colonial crafts Wednesday evenings from June 29<sup>th</sup> through July 27<sup>th</sup>, and *Etna History Collection*: People are invited to come in on an ongoing basis with Etna family histories, memories, pictures, and historical information to create a collection of local memories.

**Wednesday 15<sup>th</sup>** Jay Barrett, Hanover native, historian, & author will present *Slices of Early Etna and Hanover Center History*: 7 pm to 8 pm at the Etna Library

**Weekend of 24<sup>th</sup>-26<sup>th</sup>** Hanover Center Fair

**Wednesday 29<sup>th</sup>** Making Memory Squares for an Etna Library Quilt

## **July:**

**Saturday 2<sup>nd</sup>** Fireworks at Reservoir Road Field at Dusk  
Hanover High School All Class Reunion

**Sunday 3<sup>rd</sup> Morning**

Pancake Breakfast

*Afternoon Activities on the Dartmouth Green*

Running of the Bells

Live Music

Magician BJ Hickman

Barbeque

Historical Reenactors

Tours of Webster Cottage

Running of the Balls

Inflatable Obstacle Course

Wagon Rides

Period Demonstrations

Buckwheat Zydeco - Family Concert at 6:30 pm

**Monday 4<sup>th</sup>** Parade: “History on Parade” at 10 am

Speakers

Games

Food

Music



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## HANOVER MUNICIPAL BUSINESS TELEPHONE NUMBERS

Ambulance, Fire, Police.....	<b>EMERGENCY..... 911</b>
Animal Control.....	643-2222
Assessing.....	643-0703
Cemetery Department.....	643-3327
Community Outreach Officer.....	640-3219
Etna Library.....	643-3116
Finance and Administration.....	640-3204
Fire Department (Non-Emergency).....	643-3424
Howe Library.....	643-4120
Human Resources.....	640-3208
MIS.....	640-3222
Parking Division.....	640-3220
Police Department/Dispatch (Non-Emergency).....	643-2222
Planning & Zoning.....	643-0708
Public Works/ Highway .....	643-3327
Richard W. Black Center and Parks & Recreation Department.....	643-5315
Senior Center.....	643-5531
Tax Collector.....	640-3201
Town Clerk.....	640-3200
Town Hall Auto-Attendant.....	643-4123
Town Manager.....	643-0701
Water Reclamation Facility.....	643-2362
Water Department.....	643-3439

### E-MAIL ADDRESSES

<a href="mailto:assessor@hanovernh.org">assessor@hanovernh.org</a>	<a href="mailto:firedept@hanovernh.org">firedept@hanovernh.org</a>	<a href="mailto:recdept@hanovernh.org">recdept@hanovernh.org</a>
<a href="mailto:childrens.services@thehowe.org">childrens.services@thehowe.org</a>	<a href="mailto:parking@hanovernh.org">parking@hanovernh.org</a>	<a href="mailto:reference@thehowe.org">reference@thehowe.org</a>
<a href="mailto:circulation@thehowe.org">circulation@thehowe.org</a>	<a href="mailto:planning@hanovernh.org">planning@hanovernh.org</a>	<a href="mailto:townmgr@hanovernh.org">townmgr@hanovernh.org</a>
<a href="mailto:dpw@hanovernh.org">dpw@hanovernh.org</a>	<a href="mailto:policedept@hanovernh.org">policedept@hanovernh.org</a>	<a href="mailto:wwtftf@hanovernh.org">wwtftf@hanovernh.org</a>
<a href="mailto:etna.library@hanovernh.org">etna.library@hanovernh.org</a>		

### BUSINESS HOURS

<b>Dispatch</b> - 46 Lyme Rd.....	Sun – Sat.....	24 hours/day
<b>Etna Library</b> -130 Etna Rd., Etna .....	Mon & Thurs .....	2:00 p.m. - 7:00 p.m.
(Closed on Sundays)	Tues.....	9:00 a.m. - 2:00 p.m.
	Wed.....	2:00 p.m. - 6:00 p.m.
	Fri.....	9:00 a.m. - 4:00 p.m.
	Sat.....	10:00 a.m. -12:00 noon
<b>Fire Dept.</b> - 48 Lyme Rd.....	Sun – Sat.....	24 hours/day
<b>Howe Library</b> .....	Mon – Thurs.....	10:00 a.m. - 8:00 p.m.
13 East South St.	Fri.....	10:00 a.m. - 6:00 p.m.
	Sat.....	10:00 a.m. - 5:00 p.m.
	Sun.....	1:00 p.m. - 5:00 p.m.
<b>Parks &amp; Recreation</b> - 48 Lebanon St.....	Mon – Fri.....	9:00 a.m. - 6:00 p.m.
(Closed on Saturdays from June 27 to August 22, but open by appointment during this time) (Open Sunday year round by appointment only)	Sat.....	10:00 a.m. – 6:00 p.m.
<b>Police Dept.</b> - 46 Lyme Rd.....	Sun – Sat.....	24 hours/day
<b>Public Works Dept.</b> - Rt. 120.....	Mon – Fri.....	7:00 a.m. - 3:30 p.m.
<b>Senior Center</b> - 48 Lebanon St.....	Mon – Fri.....	12:30 p.m. - 4:30 p.m.
<b>Town Hall</b> - 41 So. Main St.....	Mon – Fri.....	8:30 a.m. - 4:30 p.m.
<b>Water Reclamation Facility</b> - Rt.10.....	Mon – Fri.....	7:00 a.m. - 3:30 p.m.

## **Town Management Staff**

### **Town Manager**

Julia N. Griffin

### **Director of Administrative Services and Deputy Town Clerk**

Elizabeth “Betsy” McClain

### **Director of Town Clerk’s Office and Tax Collector**

Elizabeth “Liz” Meade

### **Director of Assessing**

Michael Ryan

### **Human Resources Coordinator**

Gloria LaCasse

### **Director of Planning and Zoning**

Jonathan Edwards

### **Police Department**

Nicholas Giaccone, Chief

### **Fire and Inspection Services**

Roger E. Bradley, Chief

### **Library Services**

Mary H. White, Howe Library Director

Barbara Prince, Etna Library Librarian

### **Director of Parks and Recreation Department**

Henry "Hank" Tenney

### **Director of Public Works Department**

Peter Kulbacki

### **Wastewater Superintendent**

Kevin MacLean

## **Mission Statement**

The government of the Town of Hanover exists to provide public services for all the citizens of Hanover.

To this end, the mission of the management of the Town of Hanover is to provide guidance and direction to all town employees to:

- provide responsive, friendly, courteous service to the public and encourage open communication between all citizens and all public employees and officials.
- encourage them to regularly improve their professional skills to enable them to provide efficient, high quality, and fiscally responsible service.
- dedicate themselves to the highest standards of ethical behavior in all dealings with the public and each other.

**Chapter 1**

**Information**

**For**

**Town Meeting**

**Notes...**



## ***Town Officers 2010***

### **Board of Selectmen**

Brian F. Walsh, Chairman (2011)  
Katherine S. Connolly, Vice Chairman (2012)  
Peter L. Christie (2011)  
Judith A. Doherty, Secretary (2012)  
Athos J. Rassias (2013)

### **Moderator**

Dan M. Nelson (2012)

### **Town Clerk**

Charles Garipay (2013)

### **Treasurer**

Patricia Coutermarsh (Appointed)

### **Advisory Board of Assessors**

Richard W. Birnie (2012)  
Judson “Jay” Pierson (2013)  
Joe Roberto (2011)

### **Fence Viewers**

William F. Garrity (2011)  
Robert Morris (2011)  
Vacancy (2011)

### **Health Officer**

Jonathan Edwards

### **Library Trustees**

Jean M. Keene (2011)  
Rhonda N. S. Siegel (2012)  
Elizabeth Storrs (2013)

### **Park Commissioner**

Linda Fowler (2012)

### **Supervisors of Checklist**

Elaine Hawthorne (2014)  
Arlene Mahler (2012)  
Linda McWilliams (2016)

### **Surveyors of Wood and Timber**

Ed Chamberlain (2011)  
John Richardson (2011)

### **Trustees of Trust Funds**

Brian C. Doyle (2013)  
Paul B. Gardent (2011)  
Judson “Jay” Pierson (2012)

## **Candidates for Town Office**

### **Etna Library Trustee (1)**

Kim P. Wilson

### **Selectmen (2)**

Peter L. Christie  
Brian F. Walsh

### **Trustee of Trust Funds (1)**

Paul B. Gardent  
Jeffrey M. Harris

**Notes...**

## **Chapter 2**

# **Selectmen, Town Manager and Budget Reports**



## Selectmen's Letter 2010

Dear Citizens of Hanover:

The Selectmen are pleased to present highlights of the Town's operations during the past year. We thank and praise Hanover's citizens for their exercise of and participation in the democratic process. A particular thank-you to those energetic and devoted citizens who gave thousands of hours serving on the Town's Boards, Commissions, and working committees over the past year.

**1761+250=2011:** On July 4, 1761, Benning Wentworth, the Provincial Governor of New Hampshire, officially chartered an approximately fifty square mile piece of land bordering the Connecticut River as "Hannover". Wentworth was a busy man that July afternoon, as he also signed charters for nine other communities, comprising the Middle Grant Towns.

To honor our town's 250<sup>th</sup> birthday, plans are well underway for a gala commemoration beginning on Saturday evening, July 2, with a fireworks display on the Reservoir Road playing fields. On Sunday, July 3 a myriad of activities will be provided all afternoon on the Dartmouth Green beginning at 2 pm with local children being invited to join in the "Running of the Bells", a foot race around the Green. The entertainment will include a children's chorus, a magician, and a high school ragtime ensemble, strolling re-enactors. The day's activities will end with a concert on the Green sponsored by Hopkins Center.

On Monday morning, July 4, come to Town for the giant 250<sup>th</sup> birthday parade, complete with bands, floats, marchers, antique autos, horse drawn carriages and much more. Hanover has come a long way in 250 years, and here is an opportunity to join your friends and neighbors to celebrate a wonderful birthday and, incidentally, for a rousing good time. See you in Downtown Hanover on the weekend of July 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup>!

**Our Friendship City, Nihonmatsu, Japan:** In Japan at 2:46 pm local time on March 11, 2011 a 9.0 magnitude offshore earthquake occurred, which then triggered a subsequent massive 23-foot tsunami. The largest earthquake in Japan's history was followed by hundreds of aftershocks. Our friends in Nihonmatsu, an inland city about 50 miles from the coast and the Fukushima nuclear power complex, were spared the lion's share of the damage but the effect on the city will still be dramatic. The following account from Mr. Sudo in Nihonmatsu about a week after the quake tells us that more problems will arise in the future which will add to the immediate needs.

“Thank you very much for your great concern. Regarding the current state of Nihonmatsu city, we did not see much damage from the earthquake. However, there is much confusion and disorder due to the inflow of those seeking refuge, after evacuation recommendations were issued in the areas surrounding the troubled nuclear plant. We are receiving in-kind donations from other local governments and companies to fill our need of essential supplies. I am deeply grateful to you, the Town of Hanover, and the Dartmouth community for your concern and warm hearts.”

By the time you read this, many events in Hanover and at Dartmouth to raise funds to aid our friends will have taken place and the opportunity to aid the citizens of Nihonmatsu will continue into the future. Stay tuned.

## **The Town**

### **Public Facilities**

**Hanover Water Works Company (HWWC):** We are very pleased to report that the integration approved at a special Town Meeting in 2009 of the Hanover Water Works Company utility operation into the Town’s Public Works function has gone very well. The forecasted savings have materialized, the transaction costs have already been paid for, and we are now in a position to establish a reserve fund in the 2012 budget to set aside money to improve the aging distribution system opportunistically when we are doing road work in the needed areas.

The private land holding Trescott Company is up and running with three directors each appointed by the Town and Dartmouth College based on the new 50/50 ownership. The Board has received a very extensive Forest Management Plan prepared by Jeffrey Smith for O’Brien Forestry, Trescott’s forester. The Board has also established a taskforce to make recommendations on how to move forward relative to severe invasive species issues. Members of the taskforce include representatives from the Town, Dartmouth College, the Hanover Conservation Council and the Hanover Conservation Commission.

**Public Works:** In the past year, the streetscape along Lyme Road between the Reservoir Road roundabout and Richmond Middle School was completed. The improvements included plantings to screen the playing field, the construction of a sidewalk on the eastern side connecting the school to Reservoir Road, narrowing of travel lanes to slow traffic and adjustment of the bicycle lanes. The Lyme/Park/College intersection was reconstructed. Bicycle lanes were moved to the west side to provide a climbing lane for slower moving bicycles, pedestrian crossings were added to all four sides of the intersection and the signals and intersection lighting were upgraded to LED.

Efforts continue throughout the Town to reduce the community’s carbon footprint. The oversized boiler was replaced at the Fire Department, idle reduction devices were installed on several vehicles in the Town fleet, programmable thermostats have been installed in all Town buildings, and building lighting is being replaced with more energy efficient LED fixtures throughout Town buildings and in outdoor public spaces as well. Since the Town committed to

reducing our carbon footprint, on an annual basis there has been a reduction of 17,400 gallons of fuel and 323,459 kilowatt hours of electricity, reducing our carbon footprint by 929,026 pounds.

**Hanover Water Reclamation Facility (a.k.a. Wastewater Treatment Plant):** Improvements to the wastewater system continue to be made. Two individual projects were awarded 50% ARRA loan forgiveness. The many improvements made last year already show a 33% reduction in energy consumption for the most energy intensive part of the treatment process. Additional work will begin in May of 2011 and when the work is completed sometime in the fall of 2013, we will reduce the need to burn about half of the current level of oil needed to heat our wastewater digesters as we will no longer be directly discharging methane, an end-product of wastewater treatment, and will use it instead for fuel digester heating.

**Public Safety - Police:** In late winter of 2010, the Town and Dartmouth College initiated an Alcohol Taskforce with the goal of examining the College drinking culture and improving the traditional methods as well as devising new methods to deal with the problem. Hanover Police Department participated as a resource to the Taskforce, while it also focused on its own internal procedures relative to encountering intoxicated Dartmouth students. In particular, the Police Department devoted part of its resources to the alcohol related cases as they presented themselves, but with an eye toward identifying the sources of alcohol consumed by the intoxicated underage individuals as a means of better controlling the flow of alcohol service. The Police Department also made a significant change in how the department handled intoxicated people who needed medical services so as not to discourage calls for help when dealing with a heavily intoxicated individual. The Department continues to collaborate with staff of the Dean's Office and Dartmouth Safety and Security on additional initiatives designed to better address the issue of underage, excessive and binge drinking on campus from a law enforcement perspective.

The Hanover Dispatch Center provides round-the-clock coverage to twelve New Hampshire and eight Vermont towns, involving 34 public safety agencies that contract with the Town of Hanover for this regional emergency communications service. An enhanced video monitoring system has been installed in the parking facility and in the municipal parking lot behind the Town Hall to enable the Dispatch Center to more effectively these public spaces and to insure safety on a 24 hour basis.

**Public Safety - Fire:** The Hanover Fire Department continues to deliver a high standard of service in both the Emergency Medical and Firefighting fields. Our members have continued to maintain their levels of EMS certification and have received certification in over 30 new firefighting disciplines. Their participation in over 1,500 man hours of training allows the department to continue to provide our citizens with a highly skilled and professional service. Our part-time Fire Inspector has been extremely busy this past year ensuring that the public's safety is insured by monitoring conformance with fire codes and standards as several new building projects continue to progress.

We may always depend upon the men and women of the Hanover Police and Fire Departments to maintain a safe environment and enhance the quality of life in our community while providing professional and compassionate service.

**Howe Library:** Howe's biggest news in 2010 was the migration from a costly proprietary automated system to a more reasonably priced open-source system called Evergreen. Moving to Evergreen has allowed Howe to continue offering quality services while saving taxpayers an average of \$20,000 per year in maintenance costs in addition to \$90,000 over the next few years for system upgrades and enhancements.

Starting June 5, 2011, Howe Library will be open on summer Sundays which allows the Howe to be open seven days a week throughout the year thanks to a generous gift from a former library trustee, the late Len Morrissey, and his wife, Winifred Morrissey.

Howe continues to collaborate with area libraries and once again partnered with Dartmouth's Baker-Berry Library, Norwich Public Library and Lebanon Public Libraries in October 2010 to host a presentation by author Gregory Maguire. Mr. Maguire's books include *Wicked*, now a popular Broadway play, and *Son of a Witch*.

**Parks and Recreation Department:** The Hanover Parks and Recreation Department continues to oversee expansion of recreation program offerings in response to user interest. The programs range from well subscribed seasonal sports offerings for Grades K-8 and adults as well as many special activities such as the Occom Pond Party and the Fourth of July Celebration. Use of the Richard W. Black Community & Senior Center continues to grow, much to the delight of the staff and the users. The Town of Hanover Recreation Department has a very in-depth website which continuously keeps the community in the loop regarding special events and programs offered.

**Downtown Hanover:** The newest hotel in the Downtown, constructed about 150 years after its' nearest competitor, the Hanover Inn, on the former Church's Clothing Shop site on South Street, is complete and has opened. The College has commenced construction of the Visual Arts Center on Lebanon Street with completion anticipated in 2012. The Downtown Marketing Association continues to actively market Downtown Hanover in several new ways.

**Sustainable Hanover:** 2010 has been a transformative year for The Sustainable Hanover Committee. SHC clarified its vision and structure, organized a number of successful events, and received two grants to help our town further its mission to have another thriving 250 years. Building on the committee's charge to serve as a clearinghouse, educator and consultant for the Town in the context of ensuring a resilient future for our community, the SHC promoted and organized a number of innovative projects in our community. The SHC also finalized a set of goals that can serve as a framework for measuring actions taken over the next decade

**Affordable Housing:** In 2010 the Commission effectuated the change made at the 2009 Town Meeting establishing a Housing Commission, pursuant to RSA 673:1, which governs municipal commissions, their conduct, and their receipt of appropriated funds to carry out their charge. The Commission is now able to receive and retain real and fiduciary assets which can be used to further its mission.

At Gile Hill, which began in 2001, the largest mixed affordable and market-rate housing development in New Hampshire, eight buildings are now open and fully occupied and 97 of the projected 120 dwelling units have been constructed. The remaining 23 condo units in the final two buildings are planned for construction starting in 2011/2012, based on real estate market conditions.

The HAHC has been studying the possibilities of various in-town sites for affordable housing and is also working cooperatively with Dartmouth College on the long-range planning of off-campus housing for its employees.

**Hanover's International Partners:** Hanover hosted twelve student visitors from Joigny, our sister-city in France, in April that included a trip to New York City and then in July thirteen students from Hanover High School enjoyed a visit to Joigny. After a year's hiatus in 2009, the Town and Dartmouth College welcomed ten students from Nihonmatsu, our Friendship City in Japan. We were also pleased to welcome Keichi Miho, the mayor of Nihonmatsu, as part of the accompanying adult delegation.

**The Town's Finances:** The Board and Town staff labored throughout the winter of 2010/11 to develop a proposed budget for Town Meeting that would ultimately require slightly less than a 1% tax rate increase. Recognizing the impacts of the ongoing economic downturn and the uncertain future impacts of State budget cuts that might result in the downshift of costs to New Hampshire's cities and towns, as well as the looming impacts of significant increases in the Grafton County tax rate associated with State downshifting and construction of the new County Jail, the Board felt it prudent to do all it could to minimize increases in the municipal portion of the tax rate.

In 2010 the Board adopted a policy statement entitled "Total Compensation Policy Based on Ability to Pay." This policy became the basis for our union negotiations. Simply put, the policy addresses the need to look at all parts of compensation (salary, health benefits and retirement benefits to name the major ones) and to match total compensation increases to the taxpayers reasonable ability to pay. This breaks from the historical emphasis on primarily cost of living increases and recognizes that those increases are just one part of the total cost picture.

The Selectmen, Town Administration and the Employees of the Town of Hanover wish all of our citizens a happy, healthy 2011, recognizing that while we are continuing to face some tough financial times, we live in a wonderful, supportive and resilient community. Happy 250<sup>th</sup> Anniversary to all.

Hanover Board of Selectmen

Brian F. Walsh  
Katherine S. Connolly  
Peter L. Christie  
Athos J. Rassias  
Judith A. Doherty





## Town Manager's Letter

The Proposed Budget for FY 2011-12, as adopted by the Board of Selectmen for action by Town Meeting, recommends total appropriations of \$22,992,076 for the General Fund, Fire Fund, Ambulance Fund, Water Reclamation Facility Fund, Water Utility Fund, Parking Fund and the Downtown Business Service District. We distribute the Housing Fund Budget as a separate document because it is only subject to a public hearing by the Board of Selectmen acting as the Housing Authority Board and does not require Town Meeting approval.

These combined recommended FY 2011-2012 expenditures represent a decrease of \$138,395 or 0.6% below the total appropriations for FY 2010-2011. In general for FY 2011-2012, no significant new initiatives are planned in light of the continued impact of the economic downturn and general concern about looming State budget cuts which may well impact local budgets long after they have been adopted by local town meetings.

Of the total appropriation, \$1,145,531 represents capital reserve and other reserve fund purchases which are offset by the appropriation of revenue to finance the purchases from their respective reserves. As such, capital reserve purchases do not impact the tax rate. The total capital reserve expenditure recommendations represent a \$1,548,528 or a 57.5% decrease below the FY 2010-11 Budget, resulting from the return to more normal capital expenditure levels after appropriation of funds for the Phase III improvements to the Water Reclamation Facility.

**The actual expenditures net of capital projects funded from capital reserves and other reserve funds represent a total of \$21,846,555 or 6.9% over the FY 2010-11 Budget. The components of increase are outlined in detail below, by fund. An increase in Public Works Outside Projects funded through direct contributions accounts for a large component of the additional expense. The resulting budget requires a municipal tax rate increase of less than 1%. A somewhat higher tax rate increase will be required to fund the Fire Department budget and the factors contributing to that increase are also outlined below.**

## Ongoing Federal, State and Local Fiscal Stress

Once again, this proposal has been developed in the midst of a long economic downturn. While many believe we are pulling out of the recession, there continues to be worrisome turbulence in this recovery, and staff does not believe that current economic conditions will be

significantly improved over the next two years. Now facing a state budget deficit that some believe is approaching \$1.0 billion, we can anticipate the potential for additional down-shifting of the state's fiscal problems onto New Hampshire cities and towns. This budget was developed by Town staff and reviewed by the Board of Selectmen with that potential in mind as well as with an awareness that our own citizens continue to experience personal financial stress – all of which leads us to want to minimize tax rate increases at the municipal level while maintaining current service levels. The projected budget continues to be extremely conservative on both the revenue and expenditure side, based both on current experience and anticipated potential impacts looming on the horizon.

Just as it has over the past two years, New Hampshire's unstable fiscal situation promises to continue to compound our own. Having chosen to downshift a portion of the State deficit to cities and towns during the FY 2009-2011 biennial budget, we have adjusted to that loss of revenue (General Revenue Sharing (\$177,000) and a ramp-back of Group II retirement system support for employer contributions from the original 35% contribution rate to 30% in FY 2009-10 and further down to 25% in FY 2010-11 (for a total Group II impact to the Town of \$63,000). Although the legislative actions that implemented both the elimination of general revenue sharing and the State's Group II retirement contribution both *sunset* on June 30, 2011 and some communities have opted to assume the return of those sources of revenue for local budget purposes, this proposed budget **does not** assume those revenues will be reinstated. In fact, Governor Lynch's proposed budget, released in mid-February, recommended elimination of the State's remaining 25% NHRS subsidy for Group II employees and did not reinstate general revenue sharing. Cities and towns have serious cause for concern that we could next lose some or all of the shared Meals and Rooms Tax revenue effective July 1, 2011, currently totaling \$487,000 per year for Hanover. And, as we have watched this 2011 Legislative session unfold, it is clear that many additional cuts are being seriously considered including: 1) significant reductions in NH Health and Human Services expenditures that will impact local social service agencies and the Town's general assistance expenditures; 2) further reduction in Medicaid reimbursement levels for DHMC which will impact the regional economy just as Dartmouth's budget woes have and will also impact the Town's Ambulance Fund collections experience; 3) staffing cuts and service elimination by State agencies that will impact municipal budgets related to everything from wetlands permits to wastewater compliance procedures; and 4) simple elimination of services, which will lead our citizens to turn to their local government for help. School funding is, once again, up for grabs, and/or school building aid and catastrophic aid are on the chopping block as well, so it is anybody's guess what this Legislature will ultimately do to escape the financial burden facing the State. In short – just as I emphasized last year at this time - the State's fiscal future is very bleak, and local communities, school districts and counties are extremely vulnerable.

Unfortunately, we are not likely to know the outcome of the State Legislature's budget balancing decisions until well after Town Meeting. We have approached preparation of this budget with the mindset that the outcome will not be positive for municipal budgets in FY 2011-12 and have tried to curb expenses as much as possible in anticipation that the State may shift considerable cost down to the local level once they have finalized their work on the State budget in June. I would also surmise that the Legislature will not manage to balance the State budget in the first year of the biennium, and may well be back in January of 2012 to begin a second round of budget cutting. With our taxpayers in mind, all of us on the Town side of the ledger feel it is prudent that we hold the line on expenses as much as possible to provide a cushion for State deficit downshifting to come.

## **I. Tax Supported Funds**

### **General Fund**

The General Fund Proposed Budget for FY 2011-12 recommends appropriations totaling \$13,739,189, which represents an increase of \$1,660,906 or 13.8% above the appropriation for FY 2010-11. Taking into account the benefit of the growth in total assessed valuation (projected to be \$25 million), netting out the General Fund's capital reserve expenditures totaling \$462,917 which are offset by the transfer in of revenue from various reserves, and recognizing that \$700,000 of the additional expense is for undergrounding utilities on Lebanon Street which is fully funded by outside funding provided by Dartmouth, **a General Fund tax rate increase of less than 1% is required to fund this budget, taking the tax rate from the current \$3.98 to \$4.02.**

Key components of the Proposed General Fund Budget for FY 2011-12 include the following:

1. The Proposed Budget assumes an estimated \$25 million increase in total assessed valuation which generates an additional \$99,500 at the current tax rates above the tax revenues budgeted for FY 2010-11.
2. General Revenue Sharing previously received on an annual basis (\$177,000) is not reinstated for FY 2011-12, even though the State law that implemented this suspension of revenue expires in June of 2011. Meals and Rooms tax revenue (\$487,000) is not eliminated nor is it increased based on the formula laid out in statute, but it is important to note that we stand a very real chance of losing some or all this source of revenue as the Legislature struggles with the state budget deficit. Loss of this revenue source in its entirety would require on its own over a 6.0% General Fund tax rate increase.
3. We continue to be challenged in maximizing our short-term interest earnings in this climate of 3-month Treasury Bill rates hovering at zero. Consequently, we have further reduced our projected earnings by \$40,115 to reflect these increasingly lower yields. Given that we previously saw revenue in the range of \$350,000 from short-term interest earnings, this has represented a significant hit on local municipal budgets.
4. Despite the overall dormant economic climate, Building Permit revenues are projected to increase by \$69,853 due principally to robust construction activity on the part of Dartmouth College. Town staff strives to project this line-item conservatively given that this revenue source is potentially unstable as it is so closely pegged to the financial vitality of the College, major developers and the overall ability of single-family homeowners to implement renovation projects. We do continue to see fairly predictable amounts of homeowner building activity that generates a consistent level of permit revenues, although the projects are generally fairly small in scale.

5. As Salaries and Benefits comprise nearly 70% of the overall General Fund Operating Budget, the 2.0% merit step increases, projected 24.4% increase in health insurance rates, and the substantial mandatory increase in employer contributions to the New Hampshire Retirement System for Group I and II employees account for the lion's share of the overall expenditure increase in the General Fund. The total increase in Salaries and Benefits, a year-to-year increase of 5.3%, represents an additional \$450,938 in General Fund expenditures. And it is important to point out that this assumes no cost-of-living adjustment in FY 2011-12, which we chose not to factor into the Proposed Budget. To the extent we agree to any cost-of-living adjustment through union negotiations, it will only be as the result of agreed-upon modifications in health care coverage which will reduce the Town's cost of providing that benefit so as to mitigate an additional salary increase.
6. The position of Director of Human Resources is returned to full-time funding and additional duties are added to the position resulting in a re-crafting of the position to become an Assistant Town Manager position overseeing Human Resources among other responsibilities. This position is funded at a level comparable to the total cost of the previous full-time Human Resources Director.
7. Highway Maintenance Funds are proposed to increase by \$51,964 to continue to work towards full funding of the anticipated cost for salt and sand used for road maintenance and for highway repaving expenses geared to our predetermined paving schedule.
8. Funding of \$131,670 has been budgeted in FY 2011-12 for reconstruction of North and South Park Streets to enable the addition of safer bicycle lanes as well as construction of a new sidewalk segment on the west side of South Park between West Wheelock and Summer Streets. This has been identified as a high priority project by the Bicycle and Pedestrian Committee.
9. A draw of \$72,100 from the Bridge Replacement and Renovation Capital Reserve Fund has been appropriated to repair the bridge on River Road just south of the Lyme border which was recently reported to be in very tough shape after a Fall, 2009 State DOT inspection. We are fortunate to be able to repair these bridges without impacting the tax rate as the project will be funded from accumulated capital reserve funds.
10. The Public Works Department budgets \$800,000 for undergrounding of utilities on Lebanon Street between Crosby and South Main Streets in 2011, but this expense is offset by the receipt of revenue from Dartmouth College for this work. This offsite improvement was negotiated with the College as part of the approval for the Visual Arts Center, now under construction.
11. Funding in the amount of \$446,100 is budgeted in the Public Works Department for the replacement of three dump trucks with plows and one pick-up truck, adhering to our comprehensive annual vehicle replacement schedule. A matching amount of revenue is appropriated from the Public Works Equipment Reserve Fund to provide for these purchases.
12. The Hanover Improvement Society reduces its support for the Town Gardening function from their current \$20,000 annual contribution down to \$10,000 for FY 2011-12. Town staff has developed a reduced work plan that will be implemented as we absorb this reduction in grant revenue by reducing the amount budgeted for seasonal salaries.

13. The Town remains committed to funding energy efficiency projects in Town facilities by maintaining the \$50,000 annual funding level for these efforts.
14. The Town is beginning to see the benefits of investing in energy efficiency – in FY 2011-12, we take advantage of a 2.8%, or \$3,425, reduction in electricity costs in Town facilities and we recognize that the level of savings will continue to grow over time as we witness the benefits of our investment in everything from interior and exterior building lighting to high efficiency hot water heaters, furnace modifications, window replacements, insulation upgrades and re-roofing.
15. In FY 2011-12, we reduce streetlight electricity expenditures by \$14,000 resulting from the National Grid re-lamping program currently underway in Hanover. All outdated mercury vapor streetlights are being replaced with high pressure sodium. If only National Grid offered an LED streetlight!
16. Public Works has budgeted funds to slip-line the aging clay sewer line near Occom Pond (\$34,450).
17. The Police Department budgets in FY 2011-12 for the replacement of the cruiser fleet and related equipment carried in each cruiser on the normal three year replacement cycle (\$193,501). A transfer in from the Police Vehicle Reserve Fund offsets the expenditure.

## **Fire Fund**

The proposed FY 2011-12 Budget recommends Fire Fund expenditures of \$2,949,655, representing an increase of \$108,023 or 3.8% above the FY 2010-11 appropriations. Funding for the Fire Department is substantially drawn from property taxes assessed to three different fire districts: Fire District #1 serviced by fire hydrants; Fire District #2 not serviced by fire hydrants and west of Moose Mountain; and Fire District #3 not serviced by fire hydrants and east of Moose Mountain. The costs related to the fire hydrant system are borne only by those taxpayers in Fire District #1; all other costs, such as Personnel, are shared equitably among the property valuation in Fire Districts #1 and #2; and Fire District #3 pays one-half of the Fire District #2 rate in recognition of the delay in fire call service delivery that can result given their more remote physical location east of Moose Mountain. These new districts were implemented in FY 2007-08, and the full impact of the reallocation of Fire Department costs among these three districts was to be phased in over five years. The upcoming FY 2011-12 represents the fifth and final year of this transition.

The proposed Fire District tax levy for FY 2011-12 is projected to be \$2,572,489, up from the current year's levy of \$2,513,711. With projected growth in the Town's net assessed valuation, if the projected tax levy was recovered through one tax rate across all Town properties, there would be a 1.05% tax rate increase. However, because of the 5-year transition of a greater share of shared Fire Department costs over to Fire Districts #2 and #3, these districts will see the following increases:

	<b>Current Rate (FY2011)</b>	<b>Proposed Rate (FY2011-12)</b>	<b>% Increase</b>
Fire District #1	1.41	1.40	<.45%>
Fire District #2	.96	1.02	6.24%
Fire District #3	.48	.51	6.24%

There are several items of note in the Proposed Fire Fund Budget:

1. The Fire Fund has accumulated an Undesignated Fund Balance of \$534,466 which represents, in essence, excess tax revenue being raised over the past several years. In accordance with the Board's policy governing the maintenance of Undesignated Fund Balances, a revenue line-item of \$200,000 has been proposed in the FY 2011-12. This non-tax source of funding is not sustainable beyond the next two years; however, it brings the Fire Fund Undesignated Fund Balance down to a more appropriate level and allows us to complete the five year Fire District transition from four to three separate districts by tempering the shift of shared fire protection costs to taxpayers in Fire Districts #2 and #3.
2. There is a minimal increase in salaries, reflecting merit step increases offset by the recent hire of new staff at a lower step in grade. However, on the health insurance side, the impact of a 24.4% health insurance cost increase results in an additional \$56,313 in expense.
3. In FY 2011-12, the NHRS employer contribution for Group II – Fire increases from 17.28% to 23.18% if you assume the reduced 25% State contribution remains in place. This reflects a 24.9% increase in the employer contribution, and amounts to an additional \$64,402 in expense in the Fire Fund.

## **Parking Fund**

The Parking Fund Budget for FY 2011-12 anticipates expenses and revenues of \$1,664,501, which is a decrease of \$34,760 or 2.0% below the FY 2010-11 appropriations. The decrease reflects modest reductions in several operating accounts.

Work on the facility deck membrane moved from the upper deck to the lower level, in FY 2010-11 and \$100,000 was budgeted for this ongoing work. In FY 2011-12, the membrane will be completed on the lowest levels of the garage, requiring the final component of investment (\$100,000). The second phase of the LED lighting upgrade to the facility outside decks has been included in the proposed budget in the amount of \$75,000. Introduction of LED lighting will save significant utility expense over the long run, so much so that the project pays for itself in approximately 7 years.

Parking Division staff continues to explore new technology to insure the efficiency of our parking system. In FY 2011-12, the central parking pay station in Lot 7 will be replaced due to wear-and-tear (\$9,000).

The Parking System continues to generate sufficient income to operate without the need for a Parking District tax levy. The Parking Fund is also fortunate to have accumulated resources to look to in order to fund capital projects. However, after several years of revenues exceeding expenditures and adding to these accumulated resources, we have seen revenues plateau, and the oft-seen end-of-year surpluses in the Parking Fund have significantly diminished in the economic downturn.

## **II. Non-Tax Supported Funds**

### **Ambulance Fund**

The FY 2011-12 Budget for the Ambulance Fund recommends expenditures of \$660,351, which amounts to an increase of \$18,663, or 2.9% over the FY 2010-11 Budget. The increase is largely due to the recommended purchase of additional operational equipment that is needed and additional funds budgeted for mandatory paramedic and EMT recertification.

The per-capita community contributions from the Towns of Hanover, Lyme and Norwich help to offset Hanover Ambulance Service operating costs not covered by patient billings. The per capita rate is proposed to increase from \$22.81 to \$22.84, or a 0.1% increase:

<b>Town</b>	<b>FY2011 Contribution</b>	<b>Proposed FY 2012 Contribution</b>
Hanover	\$172,583	\$172,807
Lyme	\$ 38,686	\$ 38,736
Norwich	<u>\$ 80,019</u>	<u>\$ 80,123</u>
<b>Totals</b>	<b><u>\$291,288</u></b>	<b><u>\$291,666</u></b>

The delivery of health care services is a precarious business these days given the shifting sands of health care reform and the diminishing rates of reimbursement from Medicare and Medicaid programs. We will continue to work with our community partners to insure that the responsibility for the financial health of the system is shared by us all who benefit from the responsive and attentive level of service provided by Hanover Ambulance Services.

### **Water Reclamation Facility Fund**

The recommended expenditures in the WRF Fund for FY 2011-12 are \$2,349,018 which represents a decrease of \$2,015,259, or 46.2%, reflecting a ramping back down to more normal

operating expenses after the appropriation of \$2,000,000 in FY 2010-11 for Phase III of the Water Reclamation Facility upgrade.

The Phase III improvements are now well underway and include: (1) replacement of aging and obsolete equipment; (2) reduction of energy dependence; and (3) continued improvements in solids handling capacity. With the injection of ARRA funding, we were able to expand the scope of the project to include an overhaul of Pump Station #5 without impacting sewer rates. With this scope addition, the \$7,442,000 Phase III total presented at May 2008 Town Meeting was increased to \$8,662,250 in FY 2010-11, but with future debt forgiveness that resulted in no impact to ratepayers of the expanded scope.

The operating expenditures of the Water Reclamation Facility are funded by charges to those who utilize the facility. Sewer user fees are based on a fixed charge based on the size of the water meter, and a usage charge based on the amount of water flowing through the meter. With the municipalization of the Hanover Water Works Co. in late June of 2010, the Town mailed the final annual sewer bills in May 2010 to those residents discharging to the wastewater treatment system without their own water source. The first combined quarterly water and sewer bills were sent to these residents in October 2010.

### **Water Utility Fund**

The recommended expenditures in the Water Utility Fund for FY 2011-12 are \$1,604,363 which represents an increase of \$124,033, or 8.4%. The increase is largely due to a commitment to begin contributing to a Water Equipment Reserve to be utilized for future system improvements (\$113,050).

Much of the upcoming fiscal year will be focused on reviewing water rates in depth and refining a comprehensive long-range capital improvement program for the utility, oriented around upgrades of existing secondary water lines throughout town.



**TOWN OF HANOVER**  
**Budget Overview FY 2011-2012**

	<b>2010-2011</b>	<b>2011-2012</b>	<b><u>FY2010-11 to FY2011-12</u></b>	
	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>\$ CHANGE</b>	<b>% CHANGE</b>
<b>General Fund and Special Accounts:</b>				
General Government Administration	1,712,655	1,655,372	(57,283)	-3.3%
Town Properties	732,730	806,717	73,987	10.1%
Police Department	2,000,063	2,305,238	305,175	15.3%
Public Works	3,345,005	4,304,673	959,668	28.7%
Health and Social Services	280,629	268,517	(12,112)	-4.3%
Parks and Recreation	582,873	728,208	145,335	24.9%
Libraries	977,141	964,120	(13,021)	-1.3%
Conservation Commission	20,215	20,700	485	2.4%
Affordable Housing Commission	1,415	1,500	85	6.0%
Unallocated - Pooled Expenditures	2,425,557	2,684,143	258,586	10.7%
<b>Total General Fund</b>	<b>12,078,283</b>	<b>13,739,189</b>	<b>1,660,906</b>	<b>13.8%</b>
<b>Tax Supported Funds:</b>				
General Fund	12,078,283	13,739,189	1,660,906	13.8%
Fire Fund	2,841,632	2,949,655	108,023	3.8%
Parking Operations	1,699,261	1,664,501	(34,760)	-2.0%
Downtown Business Service District	25,000	25,000	-	0.0%
<b>Total Expenditures-Tax Supptd. Funds</b>	<b>16,644,176</b>	<b>18,378,344</b>	<b>1,734,168</b>	<b>10.4%</b>
<b>Tax Subsidy</b>	<b>10,423,942</b>	<b>10,674,453</b>	<b>250,511</b>	<b>2.4%</b>
<b>Tax Ratio</b>	<b>62.63%</b>	<b>58.08%</b>		<b>-7.3%</b>
<b>Non-Tax Supported Funds:</b>				
Water Reclamation Facility	4,364,277	2,349,018	(2,015,259)	-46.2%
Water Utility Fund	1,480,330	1,604,363	124,033	8.4%
Hanover Ambulance Services	641,688	660,351	18,663	2.9%
<b>Total Non-Tax Funds</b>	<b>6,486,295</b>	<b>4,613,732</b>	<b>(1,872,563)</b>	<b>-28.9%</b>
<b>Grand Total All Funds</b>	<b>23,130,471</b>	<b>22,992,076</b>	<b>(138,395)</b>	<b>-0.6%</b>
<b>Capital Projects Funded from Capital Reserve and Other Reserve Funds:</b>				
General Fund	465,084	928,001	462,917	99.5%
Parking Operations	228,965	194,000	(34,965)	-15.3%
Water Reclamation Facility	2,000,000	23,520	(1,976,480)	-98.8%
<b>Total Monies from Reserve Funds</b>	<b>2,694,049</b>	<b>1,145,521</b>	<b>(1,548,528)</b>	<b>-57.5%</b>
<b>Grand Total All Funds Less</b>				
<b>Capital and Other Reserve Purchases</b>	<b>20,436,422</b>	<b>21,846,555</b>	<b>1,410,133</b>	<b>6.9%</b>

## Town of Hanover Budget Departmental Summary

	<u>FY2010 Year-</u> <u>End Actuals</u>	<u>FY2011</u> <u>Adopted Budget</u>	<u>FY2012</u> <u>Proposed</u> <u>Budget</u>	<u>% Change FY11</u> <u>Budget to FY12</u> <u>Budget</u>
<b><u>General Fund Revenues</u></b>				
Administrative Svcs & Other Genl Govt	1,322,960	1,320,850	1,342,600	1.6%
Planning and Zoning	295,209	410,800	489,853	19.2%
Town Properties	24,213	24,698	113,592	359.9%
Police	497,715	485,767	770,074	58.5%
Public Works	581,844	859,482	1,672,014	94.5%
Parks and Recreation	351,961	349,234	496,800	42.3%
Libraries	67,120	72,409	62,095	-14.2%
Conservation Commission	13,934	15,000	15,500	3.3%
Unallocated - Pooled Revenues	8,295,168	8,540,044	8,776,660	2.8%
<b>Total General Fund Revenues</b>	<b>11,450,125</b>	<b>12,078,284</b>	<b>13,739,189</b>	<b>13.8%</b>
<b><u>General Fund Expenditures</u></b>				
<b>Personnel Costs</b>				
Administrative Svcs & Other Genl Govt	868,551	928,645	905,012	-2.5%
Planning and Zoning	344,749	367,118	371,975	1.3%
Town Properties	184,983	198,455	215,719	8.7%
Police	1,777,607	1,892,265	1,943,396	2.7%
Public Works	1,322,698	1,438,360	1,451,720	0.9%
Health and Social Services	8,971	4,000	4,000	0.0%
Parks and Recreation	354,858	381,599	511,299	34.0%
Libraries	801,971	859,129	858,264	-0.1%
Associated Employee Benefits	2,056,457	2,483,561	2,742,685	10.4%
<b>Total Personnel</b>	<b>7,720,845</b>	<b>8,553,132</b>	<b>9,004,070</b>	<b>5.3%</b>
<b>Non-Personnel Costs</b>				
Administrative Svcs & Other Genl Govt	272,066	356,922	316,885	-11.2%
Planning and Zoning	48,376	59,970	61,500	2.6%
Town Properties	514,878	534,275	590,998	10.6%
Police	146,376	107,798	361,842	235.7%
Public Works	2,073,253	1,906,645	2,852,953	49.6%
Health and Social Services	263,183	276,629	264,517	-4.4%
Parks and Recreation	218,495	201,274	216,909	7.8%
Libraries	134,305	118,012	105,856	-10.3%
Conservation Commission	18,648	20,215	20,700	2.4%
Affordable Housing Commission	572	1,415	1,500	6.0%
Unallocated - Pooled Expenditures	36,556	(58,003)	(58,542)	0.9%
<b>Total Non-Personnel</b>	<b>3,726,708</b>	<b>3,525,152</b>	<b>4,735,119</b>	<b>34.3%</b>

## Town of Hanover Budget Departmental Summary

	<u>FY2010 Year-</u> <u>End Actuals</u>	<u>FY2011</u> <u>Adopted Budget</u>	<u>FY2012</u> <u>Proposed</u> <u>Budget</u>	<u>% Change FY11</u> <u>Budget to FY12</u> <u>Budget</u>
<b>Total General Fund Expenditures</b>				
Administrative Svcs & Other Genl Govt	1,140,617	1,285,567	1,221,897	-5.0%
Planning and Zoning	393,125	427,088	433,474	1.5%
Town Properties	699,861	732,730	806,717	10.1%
Police	1,923,983	2,000,063	2,305,238	15.3%
Public Works	3,395,951	3,345,005	4,304,673	28.7%
Health and Social Services	272,154	280,629	268,517	-4.3%
Parks and Recreation	573,353	582,873	728,208	24.9%
Libraries	936,276	977,141	964,120	-1.3%
Conservation Commission	18,648	20,215	20,700	2.4%
Affordable Housing Commission	572	1,415	1,500	6.0%
Unallocated - Pooled Expenditures	2,093,013	2,425,557	2,684,143	10.7%
<b>Total General Fund Expenditures</b>	<b>11,447,553</b>	<b>12,078,283</b>	<b>13,739,188</b>	<b>13.8%</b>
<b>General Fund - Municipal Tax Rate</b>				
<b>Tax Subsidy</b>	<b>7,660,654</b>	<b>7,800,231</b>	<b>7,991,964</b>	<b>2.5%</b>
<b>Tax Ratio</b>	<b>66.9%</b>	<b>64.6%</b>	<b>58.2%</b>	
<i>The Tax Ratio represents how much of the total General Fund costs are funded by municipal property taxes.</i>				
<b><u>Special Funds Revenues</u></b>				
Fire Department	2,757,699	2,841,632	2,949,655	3.8%
Hanover Ambulance Services	848,498	641,688	660,351	2.9%
Water Reclamation Facility	2,220,962	4,364,277	2,349,018	-46.2%
Water Utility Fund	-	1,480,330	1,604,363	8.4%
Parking Operations	1,667,781	1,699,261	1,664,501	-2.0%
Downtown Business Service District	45,102	25,000	25,000	0.0%
<b>Total Special Funds Revenues</b>	<b>7,540,042</b>	<b>11,052,188</b>	<b>9,252,887</b>	<b>-16.3%</b>
<b><u>Special Funds Expenditures</u></b>				
<b>Personnel Costs</b>				
Fire Department	1,540,078	1,710,015	1,815,861	6.2%
Hanover Ambulance Services	435,192	444,183	443,693	-0.1%
Water Reclamation Facility	476,295	567,810	593,891	4.6%
Water Utility Fund	-	436,332	456,508	4.6%
Parking Operations	394,209	441,122	463,824	5.1%
<b>Total Personnel</b>	<b>2,845,774</b>	<b>3,599,462</b>	<b>3,773,777</b>	<b>4.8%</b>

## Town of Hanover Budget Departmental Summary

	<u>FY2010 Year-</u> <u>End Actuals</u>	<u>FY2011</u> <u>Adopted Budget</u>	<u>FY2012</u> <u>Proposed</u> <u>Budget</u>	<u>% Change FY11</u> <u>Budget to FY12</u> <u>Budget</u>
<b>Non-Personnel Costs</b>				
Fire Department	1,157,439	1,131,617	1,133,793	0.2%
Hanover Ambulance Services	374,029	197,505	216,659	9.7%
Water Reclamation Facility	1,778,538	3,796,467	1,755,126	-53.8%
Water Utility Fund	-	1,043,998	1,147,855	9.9%
Parking Operations	1,273,572	1,258,139	1,200,677	-4.6%
Downtown Business Service District	31,480	25,000	25,000	0.0%
<b>Total Non-Personnel</b>	<b>4,615,058</b>	<b>7,452,726</b>	<b>5,479,110</b>	<b>-26.5%</b>
<b>Personnel and Non-Personnel</b>				
Fire Department	2,697,518	2,841,632	2,949,655	3.8%
Hanover Ambulance Services	809,221	641,688	660,351	2.9%
Water Reclamation Facility	2,254,833	4,364,277	2,349,018	-46.2%
Water Utility Fund	-	1,480,330	1,604,363	8.4%
Parking Operations	1,667,781	1,699,261	1,664,501	-2.0%
Downtown Business Service District	31,480	25,000	25,000	0.0%
<b>Total Special Funds Expenditures</b>	<b>7,460,833</b>	<b>11,052,188</b>	<b>9,252,887</b>	<b>-16.3%</b>
<b>Special Funds Tax Subsidy</b>				
Fire District Taxes	2,514,405	2,513,711	2,572,489	2.3%
<b>Fire Fund Tax Ratio</b>	<b>93.2%</b>	<b>88.5%</b>	<b>87.2%</b>	
Parking District and Tax Increment Financing				
District Taxes	88,893	85,000	85,000	0.0%
<b>Parking Fund Tax Ratio</b>	<b>5.3%</b>	<b>5.0%</b>	<b>5.1%</b>	
Downtown Business Service District Tax	25,242	25,000	25,000	0.0%
<b>Downtown Business Service District Tax Ratio</b>	<b>80.2%</b>	<b>100.0%</b>	<b>100.0%</b>	

## Town of Hanover - Recast Budget Summary - Functional Presentation

	2009-10 YTD	2010-11	2011-12		
	Actuals	Approved Budget	Proposed Budget	% Incr	\$ Incr
<b>General Fund</b>					
<b><i>Sources</i></b>					
Property Taxes - Town Portion Only	7,660,654	7,800,231	7,991,964	2.5%	191,733
Motor Vehicle and Other Town Clerk Fees	1,234,794	1,223,750	1,235,500	1.0%	11,750
Outside Project Revenue/Other Project Support	18,180	130,000	830,000	538.5%	700,000
Charges for Services and Participant Fees	893,923	900,740	1,144,546	27.1%	243,806
State Appropriations and Federal and Other Grants	817,920	766,282	771,984	0.7%	5,702
Planning & Zoning Permits and Fees	288,814	380,800	459,853	20.8%	79,053
Other Taxes and Related Items (Land Use Change Tax, PILT, Yield Tax, Cable Franchise Fee)	156,921	158,748	175,696	10.7%	16,948
Investment Income	69,102	140,115	100,000	-28.6%	(40,115)
Transfers from Capital Reserves, Trust Funds and Other Reserve Funds	190,293	470,259	933,176	98.4%	462,917
Other Miscellaneous Income	119,521	105,358	96,469	-8.4%	(8,889)
Transfer from General Fund Undesignated Fund Balance	-	2,000	-	-100.0%	(2,000)
<b><i>Total General Fund Sources</i></b>	<b>11,450,125</b>	<b>12,078,283</b>	<b>13,739,188</b>	<b>13.8%</b>	<b>1,662,907</b>
<b><i>Uses (w/Allocation of Facilities, Fringe Benefits and Other Costs)</i></b>					
Public Works	4,211,459	4,291,384	5,381,554	25.4%	1,090,170
Police Department	2,710,123	2,920,110	3,323,269	13.8%	403,158
General Town Government	1,846,772	2,028,828	2,029,162	0.0%	334
Libraries	1,372,140	1,488,741	1,505,551	1.1%	16,810
Parks & Recreation	915,687	946,961	1,108,936	17.1%	161,975
Other Town Functions	391,374	402,259	390,717	-2.9%	(11,542)
<b><i>Total General Fund Uses</i></b>	<b>11,447,553</b>	<b>12,078,283</b>	<b>13,739,189</b>	<b>13.7%</b>	<b>1,660,906</b>
<b><i>Fire Fund</i></b>					
<b><i>Sources</i></b>					
Fire District Taxes	2,514,405	2,513,711	2,572,489	2.3%	58,778
Hydrant Rentals (Pymts from Users of Private Hydrants)	146,202	146,621	146,621	0.0%	-
Transfer from Fire Fund Undesignated Fund Balance	-	150,000	200,000	33.3%	50,000
Federal, State and Other Grants	53,354	-	-	-	-
Charges for Services (e.g., Fire Alarms, Special Detail)	43,486	31,200	30,445		(755)
Other Income	252	100	100	0.0%	-
<b><i>Total Fire Fund Sources</i></b>	<b>2,757,699</b>	<b>2,841,632</b>	<b>2,949,655</b>	<b>3.8%</b>	<b>108,023</b>
<b><i>Uses</i></b>					
Salaries and Benefits	1,540,078	1,710,015	1,815,861	6.2%	105,846
Hydrant Rentals (transfer to Water Fund)	656,025	656,546	630,614	-3.9%	(25,932)
Fire Suppression	299,194	274,498	305,643	11.3%	31,145
Fire Apparatus and Vehicle Replacement	106,236	107,236	102,236	-4.7%	(5,000)
Facilities Costs (Main and Etna Fire Stations)	51,789	54,022	52,374	-3.1%	(1,648)
Administration (includes G&A Overhead Allocation)	31,749	29,495	30,487	3.4%	992
Hazardous Materials	8,328	6,350	8,970	41.3%	2,620
Alarm Maintenance	4,118	3,470	3,470	0.0%	-
<b><i>Total Fire Fund Uses</i></b>	<b>2,697,518</b>	<b>2,841,632</b>	<b>2,949,655</b>	<b>3.8%</b>	<b>108,023</b>

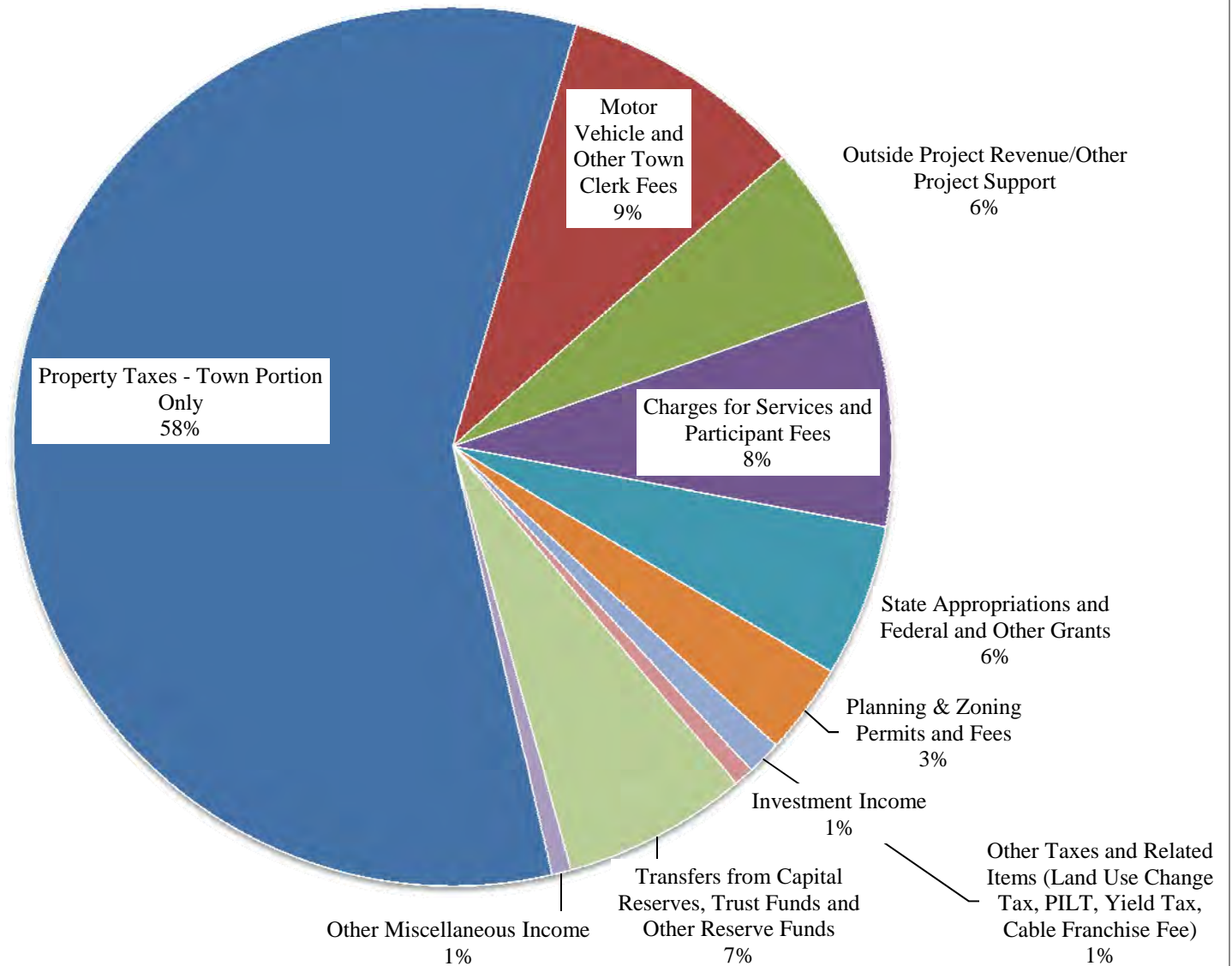
## Town of Hanover - Recast Budget Summary - Functional Presentation

	2009-10 YTD	2010-11	2011-12		
	Actuals	Approved Budget	Proposed Budget	% Incr	\$ Incr
<b>Ambulance Fund</b>					
<b>Sources</b>					
Service Charges (net of uncollectibles)	396,811	331,000	367,950	11.2%	36,950
Community Per Capita Contributions	290,029	291,288	291,666	0.1%	378
Transfers from Capital and Other Reserves	161,000	-	-	-	-
Transfer from Ambulance Fund Undesignated Fund Balance	-	16,100	-	-100.0%	(16,100)
Other Income	658	3,300	735	-77.7%	(2,565)
<b>Total Ambulance Fund Sources</b>	<b>848,498</b>	<b>641,688</b>	<b>660,351</b>	<b>2.9%</b>	<b>18,663</b>
<b>Uses</b>					
Salaries and Benefits	435,192	444,183	443,693	-0.1%	(490)
Ambulance and Rescue Vehicle Replacement	227,945	47,000	50,760	8.0%	3,760
Administration (includes G&A Overhead Allocation)	115,661	110,380	114,854	4.1%	4,474
Operational Equipment and Supplies	30,423	40,125	51,045	27.2%	10,920
<b>Total Ambulance Fund Uses</b>	<b>809,221</b>	<b>641,688</b>	<b>660,351</b>	<b>2.9%</b>	<b>18,663</b>
<b>Water Reclamation Facility (Sewer) Fund</b>					
<b>Sources</b>					
Sewer Usage Billings	1,966,875	2,191,066	2,186,667	-0.2%	(4,399)
Sewer Connection Fees	172,202	42,430	21,215	-50.0%	(21,215)
Outside Projects	-	50,000	50,000	0.0%	-
NH DES Grant-in-Aid	48,396	47,381	46,366	-2.1%	(1,015)
Septage Tipping Fees	20,172	27,400	14,750	-46.2%	(12,650)
Transfers from Capital Reserves	10,543	1,700,000	23,520	-98.6%	(1,676,480)
Transfer from WRF Fund Undesignated Fund Balance	-	300,000	-	-100.0%	(300,000)
Other Income	2,774	6,000	6,500	8.3%	500
<b>Total WRF Fund Sources</b>	<b>2,220,962</b>	<b>4,364,277</b>	<b>2,349,018</b>	<b>-46.2%</b>	<b>(2,015,259)</b>
<b>Uses</b>					
Plant Improvements - Capital Investment	837,125	2,768,672	742,288	-73.2%	(2,026,384)
Plant Operations	941,413	977,795	962,838	-1.5%	(14,957)
Salaries and Benefits	476,295	567,810	593,891	4.6%	26,081
Outside Project Work	-	50,000	50,000	0.0%	-
<b>Total WRF Fund Uses</b>	<b>2,254,833</b>	<b>4,364,277</b>	<b>2,349,018</b>	<b>-46.2%</b>	<b>(2,015,259)</b>
<b>Water Utility Fund</b>					
<b>Sources</b>					
Water Customer Billings	-	1,480,330	1,515,000	2.3%	34,670
Outside Projects	-	-	75,000	-	75,000
NH DES Grant-in-Aid	-	-	7,861	-	7,861
Water Connection Fees	-	-	6,300	-	6,300
Other Income	-	-	202	-	202
<b>Total Water Fund Sources</b>	<b>-</b>	<b>1,480,330</b>	<b>1,604,363</b>	<b>8.4%</b>	<b>124,033</b>
<b>Uses</b>					
Plant Improvements - Capital Expenditures (incl. Debt Svc.)	-	844,923	972,717	15.1%	127,794
Salaries and Benefits	-	436,332	456,508	4.6%	20,176
Outside Project Work	-	-	75,000	-	75,000
Plant Operations	-	199,075	100,138	-49.7%	(98,937)
<b>Total Water Fund Uses</b>	<b>-</b>	<b>1,480,330</b>	<b>1,604,363</b>	<b>8.4%</b>	<b>124,033</b>

## Town of Hanover - Recast Budget Summary - Functional Presentation

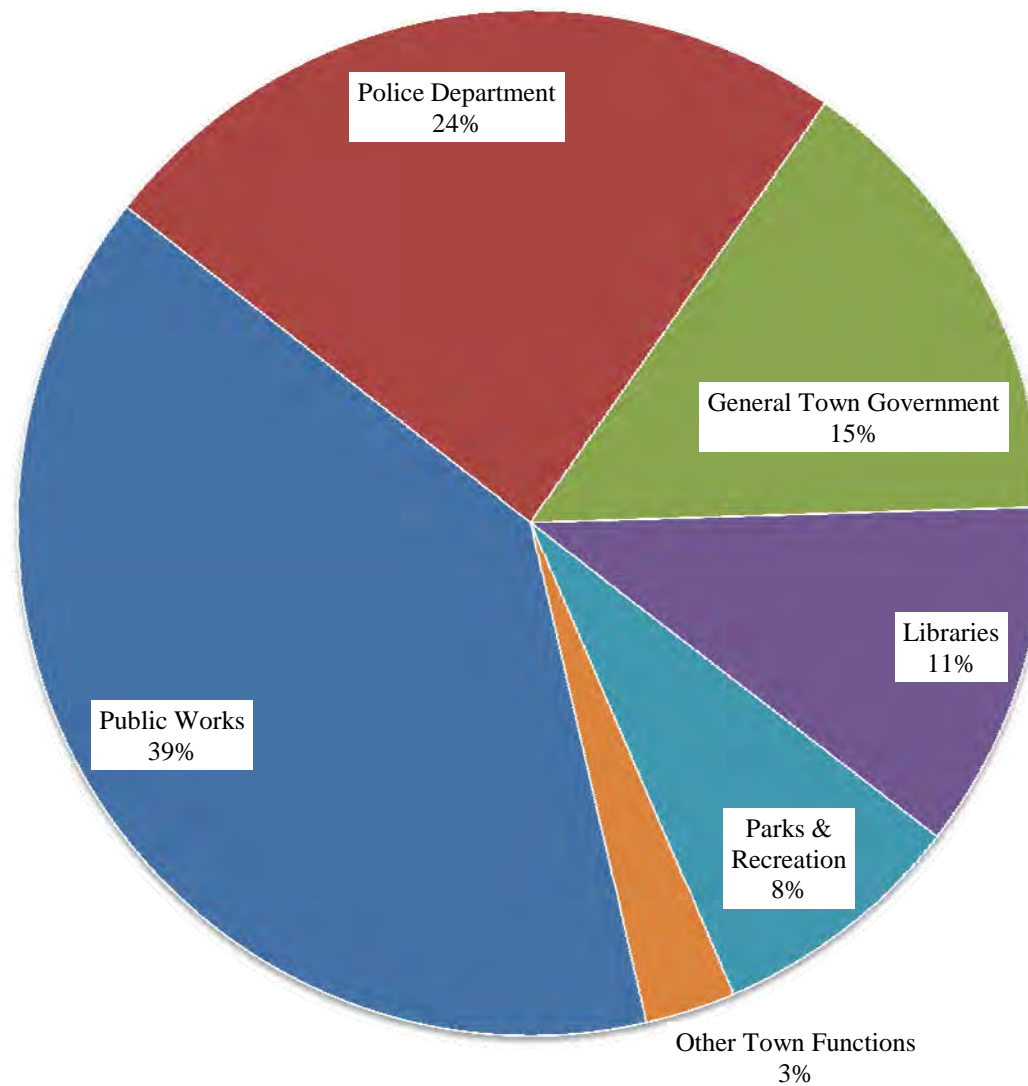
	2009-10 YTD	2010-11	2011-12		
	Actuals	Approved Budget	Proposed Budget	% Incr	\$ Incr
<b><u>Parking Fund</u></b>					
<b><i>Sources</i></b>					
Surface Lot and Street Metered and Permit Parking	497,928	518,896	514,601	-0.8%	(4,295)
Parking Facility Permit, Leased and Short Term Parking	466,485	476,400	474,900	-0.3%	(1,500)
Parking Fines	353,393	390,000	396,000	1.5%	6,000
Transfers from Capital Reserve Fund and Other Reserves	-	-	9,000	-	9,000
Parking District Tax Levy	-	-	-		
Tax Increment Financing (TIF) District Levy	88,893	85,000	85,000	0.0%	-
Fund Balance Used	177,478	228,965	185,000	-19.2%	(43,965)
Miscellaneous Revenues	83,604	-	-	-	-
<b><i>Total Parking Fund Sources</i></b>	<b>1,667,781</b>	<b>1,699,261</b>	<b>1,664,501</b>	<b>-2.0%</b>	<b>(34,759)</b>
<b><i>Uses</i></b>					
Parking Facility Capital Costs	646,499	565,499	554,296	-2.0%	(11,203)
Surface Lot and Street Parking Capital Costs	8,160	8,160	2,660		
Salaries and Benefits	394,209	441,122	463,824	5.1%	22,702
Administration & Enforcement	91,410	82,479	81,234	-1.5%	(1,245)
Advance Transit Shuttle Service, Municipal Contribution	180,497	228,112	181,691	-20.4%	(46,421)
Parking Facility Operating Costs	96,045	148,849	147,792	-0.7%	(1,057)
Surface Lot and Street Parking Operating Costs	250,962	225,040	233,005	3.5%	7,965
<b><i>Total Parking Fund Uses</i></b>	<b>1,667,781</b>	<b>1,699,261</b>	<b>1,664,501</b>	<b>-2.0%</b>	<b>(29,259)</b>
<b><u>Downtown Business Service District Fund</u></b>					
<b><i>Sources</i></b>					
Downtown Business Service District Tax	25,242	25,000	25,000	0.0%	-
Sponsorship Fees and Other Revenues	19,860	-	-	-	-
<b><i>Total Downtown Svc. Dist. Fund Sources</i></b>	<b>45,102</b>	<b>25,000</b>	<b>25,000</b>	<b>0.0%</b>	<b>-</b>
<b><i>Uses</i></b>					
Advertising and Commercial Development Initiatives	31,480	25,000	25,000	0.0%	-
<b><i>Total Downtown Svc. Dist. Fund Uses</i></b>	<b>31,480</b>	<b>25,000</b>	<b>25,000</b>	<b>0.0%</b>	<b>-</b>

## 2011-12 Proposed Budget - Sources of General Fund Revenues





## 2011-12 Proposed Budget - Uses of General Fund Resources



## Town of Hanover - Tax Rates from Proposed Hanover Town Meeting Action

*Information not currently available to reasonably project the School and County tax rates.*

## Town Funds

Note: These tax rates are estimates only; the final tax rate will be set in early Oct 2011 by the NH Dept of Revenue Admin.

In budget adoption discussions, the Board of Selectmen considered a composite average property tax rate in an attempt to net out the impact of the 5-year transitioning to the new Fire Districts. If the total tax levy for the General Fund and the Fire Fund was recovered from all properties on the same basis (i.e., disregarding Fire Districts), this tax rate would be:

2011 Tax Year	5.31	0.94%
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2010 Tax Year	5.26
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# Town of Hanover - 10 Year Tax Rate History of Municipal, School and County Combined Tax Rates

## Fire District #1 (Properties Serviced by Fire Hydrants)

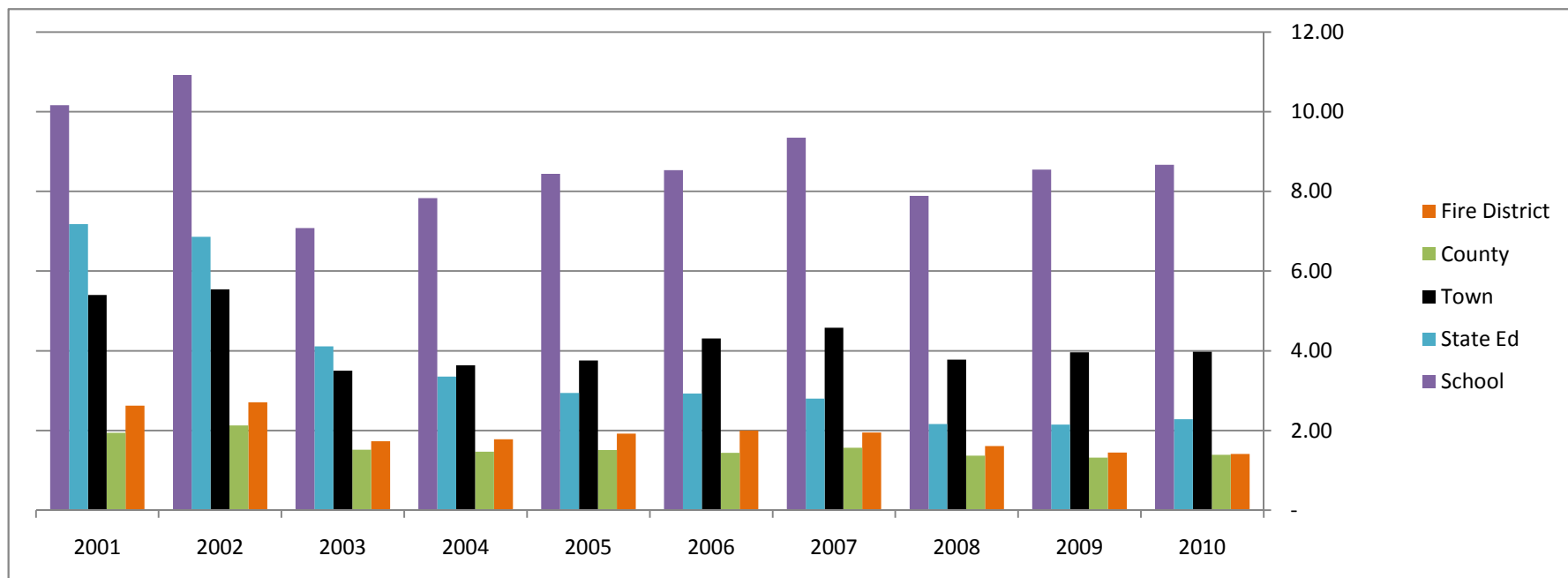
## Tax Rate Breakdown

Year	Taxable Valuation	Change in Valuation from Previous Year	Tax Rate per \$1,000	% Increase from Previous Year	Town	Fire District	County	School	State Ed
2010	1,964,622,200	27,281,600	17.73	1.7%	3.98	1.41	1.39	8.67	2.28
2009	1,937,340,600	38,747,400 (^)	17.43	3.7%	3.96	1.45	1.32	8.55	2.15
2008	1,898,593,200	366,842,500 (*)	16.81	-17.0%	3.78	1.61	1.37	7.89	2.16
2007	1,531,750,700	37,983,000 (+)	20.25	5.4%	4.58	1.95	1.57	9.35	2.80
2006	1,493,767,700	52,267,300	19.21	3.4%	4.31	2.00	1.44	8.53	2.93
2005	1,441,500,400	19,594,500	18.57	2.8%	3.76	1.92	1.51	8.44	2.94
2004	1,421,905,900	18,611,800	18.07	0.7%	3.64	1.78	1.47	7.83	3.35
2003	1,403,294,100	557,544,300 (*)	17.94	-36.3%	3.50	1.73	1.52	7.08	4.11
2002	845,749,800	22,401,000	28.16	3.2%	5.54	2.71	2.13	10.92	6.86
2001	823,348,800	25,045,700	27.30	5.7%	5.40	2.62	1.94	10.16	7.18

(^) State Revenue Sharing eliminated to address State budget deficit - Town Property Tax rate increased by \$.10 to address lost revenues.

(\*) Revaluation Year

(+) Fire Districts Reconfigured



Town of Hanover - 10 Year Tax Rate History of Municipal, School and County Combined Tax Rates

Fire District #2 (Properties w/o Hydrant-West of Moose Mtn)

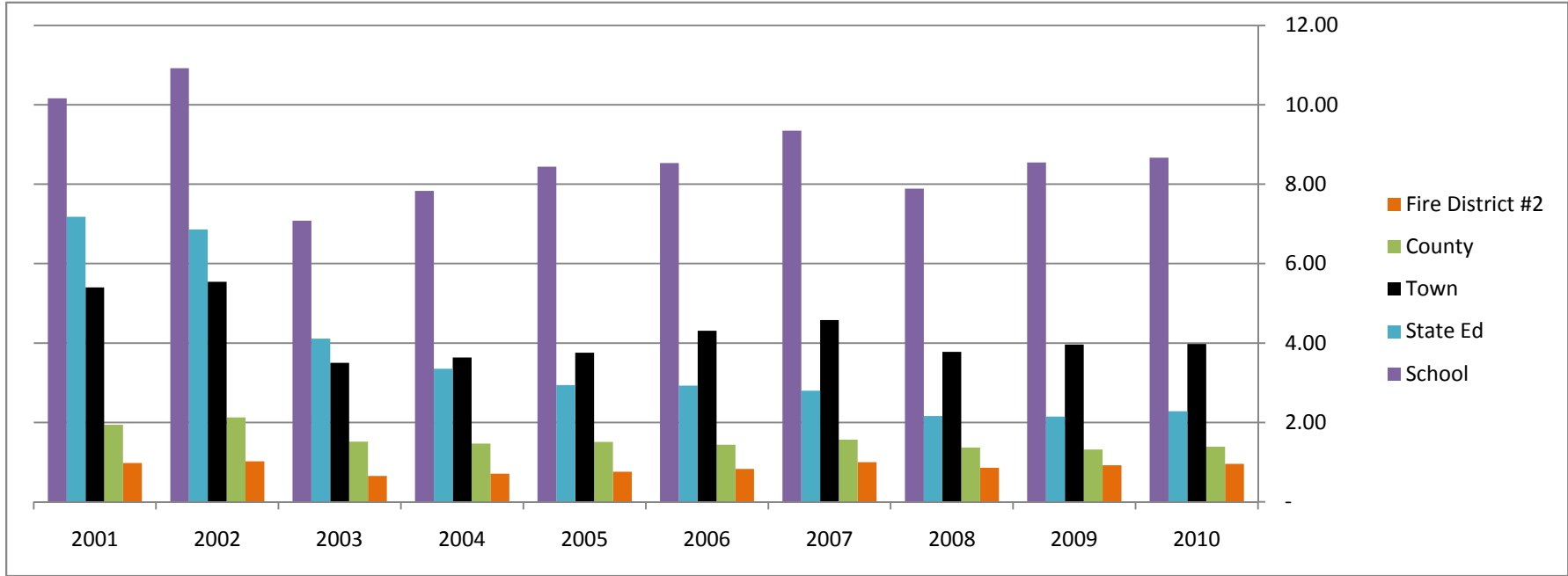
Tax Rate Breakdown

Year	Taxable Valuation	Change in Valuation from Previous Year	Tax Rate per \$1,000	% Increase from Previous Year	Tax Rate Breakdown				
					Town	Fire District #2	County	School	State Ed
2010	1,964,622,200	27,281,600	17.28	2.2%	3.98	0.96	1.39	8.67	2.28
2009	1,937,340,600	38,747,400 (^)	16.90	-12.4%	3.96	0.92	1.32	8.55	2.15
2008	1,898,593,200	366,842,500 (*)	16.06	-11.0%	3.78	0.86	1.37	7.89	2.16
2007	1,531,750,700	37,983,000 (+)	19.30	7.0%	4.58	1.00	1.57	9.35	2.80
2006	1,493,767,700	52,267,300	18.04	3.6%	4.31	0.83	1.44	8.53	2.93
2005	1,441,500,400	19,594,500	17.41	2.4%	3.76	0.76	1.51	8.44	2.94
2004	1,421,905,900	18,611,800	17.00	0.8%	3.64	0.71	1.47	7.83	3.35
2003	1,403,294,100	557,544,300 (*)	16.86	-36.3%	3.50	0.65	1.52	7.08	4.11
2002	845,749,800	22,401,000	26.47	3.2%	5.54	1.02	2.13	10.92	6.86
2001	823,348,800	25,045,700	25.66	5.8%	5.40	0.98	1.94	10.16	7.18

(^) State Revenue Sharing eliminated to address State budget deficit - Town Property Tax rate increased by \$.10 to address lost revenues.

(\*) Revaluation Year

(+) Fire Districts Reconfigured





## MELANSON HEATH & COMPANY, PC

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MANAGEMENT ADVISORS

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[www.melansonheath.com](http://www.melansonheath.com)

### INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen and Town Manager  
Town of Hanover, New Hampshire

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hanover, New Hampshire, as of and for the year ended June 30, 2010, which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Hanover's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hanover, New Hampshire, as of June 30, 2010, and the respective changes in financial position and cash flows, where applicable, thereof and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

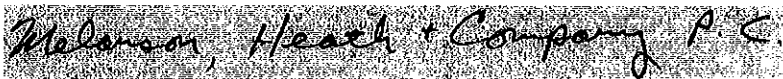
The management's discussion and analysis, appearing on the following pages, and the supplementary information appearing on page 44, are not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management

Additional Offices:

Andover, MA • Greenfield, MA • Ellsworth, ME • Manchester, NH

regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

In accordance with *Government Auditing Standards*, we have also issued a report dated November 15, 2010 on our consideration of the Town of Hanover, New Hampshire's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

A handwritten signature in cursive script that reads "Melanson, Heath + Company P.C." is written over a dark, textured rectangular background.

Nashua, New Hampshire  
November 15, 2010

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

As management of the Town of Hanover, we offer readers this narrative overview and analysis of the financial activities of the Town of Hanover for the fiscal year ended June 30, 2010.

### **A. OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The statement of net assets presents information on all assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, highways and streets, sanitation, and culture and recreation. The business-type activities include water and water reclamation activities.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

**Proprietary funds.** Proprietary funds are maintained as follows:

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Specifically, enterprise funds are used to account for water and water reclamation operations.

Proprietary funds provide the same type of information as the business-type activities reported in the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and water reclamation operations, both of which are considered to be major funds.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information



which is required to be disclosed by accounting principles generally accepted in the United States of America.

## **B. FINANCIAL HIGHLIGHTS**

- As of the close of the current fiscal year, the total of assets exceeded liabilities by \$ 42,163,399 (i.e., net assets), a change of \$ (1,702,589) in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$ 6,871,977, a change of \$ 337,551 in comparison to the prior year.
- At the end of the current fiscal year, unreserved fund balance for the general fund was \$ 789,205, a change of \$ (387,067) in comparison to the prior year.
- Bonds payable at the close of the current fiscal year was \$ 7,677,559, a change of \$ (368,198) in comparison to the prior year.

## **C. GOVERNMENT-WIDE FINANCIAL ANALYSIS**

The following is a summary of condensed government-wide financial data for the current fiscal year.

	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	
	<u>2010</u>	<u>2010</u>	<u>Total</u>
Current and other assets	\$ 24,448,991	\$ 1,217,866	\$ 25,666,857
Capital assets	32,668,602	13,734,243	46,402,845
Total assets	<u>57,117,593</u>	<u>14,952,109</u>	<u>72,069,702</u>
Long-term liabilities outstanding	8,778,215	2,723,261	11,501,476
Other liabilities	18,037,776	367,051	18,404,827
Total liabilities	<u>26,815,991</u>	<u>3,090,312</u>	<u>29,906,303</u>
Net assets:			
Invested in capital assets, net	27,523,671	10,978,782	38,502,453
Restricted	5,593,464	-	5,593,464
Unrestricted	(2,815,533)	883,015	(1,932,518)
Total net assets	<u>\$ 30,301,602</u>	<u>\$ 11,861,797</u>	<u>\$ 42,163,399</u>

### CHANGES IN NET ASSETS

	Governmental Activities	Business-Type Activities	Total
	<u>2010</u>	<u>2010</u>	<u>2010</u>
<b>Revenues:</b>			
Program revenues:			
Charges for services	\$ 3,387,398	\$ 2,590,819	\$ 5,978,217
Operating grants and contributions	561,435	-	561,435
Capital grants and contributions	14,075	860,934	875,009
General revenues:			
Property taxes	10,155,544	-	10,155,544
Motor vehicle permit fees	1,263,363	-	1,263,363
Penalties, interest, and other taxes	104,317	-	104,317
Grants and contributions not restricted to specific programs	726,332	-	726,332
Investment income	181,400	-	181,400
Other	181,469	14,098	195,567
<b>Total revenues</b>	<u>16,575,333</u>	<u>3,465,851</u>	<u>20,041,184</u>
<b>Expenses:</b>			
General government	4,241,866	-	4,241,866
Public safety	7,232,411	-	7,232,411
Highway and streets	4,318,596	-	4,318,596
Sanitation	558,785	-	558,785
Health and human services	288,438	-	288,438
Culture and recreation	1,924,017	-	1,924,017
Miscellaneous	389,551	-	389,551
Interest on long-term debt	238,051	-	238,051
Water	-	13,244	13,244
Water reclamation	-	2,580,328	2,580,328
<b>Total expenses</b>	<u>19,191,715</u>	<u>2,593,572</u>	<u>21,785,287</u>
Change in net assets before permanent fund contributions	(2,616,382)	872,279	(1,744,103)
Transfers in (out)	625,486	(625,486)	-
Permanent fund contributions	41,514	-	41,514
Increase (decrease) in net assets	<u>(1,949,382)</u>	<u>246,793</u>	<u>(1,702,589)</u>
Net assets - beginning of year (as restated)	<u>32,250,984</u>	<u>11,615,004</u>	<u>43,865,988</u>
Net assets - end of year	<u>\$ 30,301,602</u>	<u>\$ 11,861,797</u>	<u>\$ 42,163,399</u>

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net assets were \$ 42,163,399, a change of \$ (1,702,589) from the prior year.

Invested in capital assets is the largest portion of net assets and reflects a negative balance of \$ 38,502,453. This negative balance resulted because the Town does not record capital assets (e.g., land, buildings, machinery, equipment, and infrastructure) in the financial statements. Capital assets are used to provide services to citizens; consequently, these assets are not available or future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net assets \$ 5,593,464 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$ (1,932,518), if it were positive, may be used to meet the government's ongoing obligations to citizens and creditors.

**Governmental activities.** Governmental activities for the year resulted in a change in net assets of \$ (1,949,382). Key elements of this change are as follows:

General fund operations, as discussed further in section D	\$ (243,663)
Nonmajor fund activity	581,214
Depreciation, which is not budgeted or funded, over principal maturities, a budgeted expense.	(1,704,180)
Other	<u>(582,753)</u>
Total	<u>\$ (1,949,382)</u>

**Business-type activities.** Business-type activities for the year resulted in a change in net assets of \$ 246,793. Key elements of this change are as follows:

Water operations	\$ (55,238)
Water reclamation operations	<u>302,031</u>
Total	<u>\$ 246,793</u>

#### **D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS**

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$ 6,871,977, a change of \$ 337,551 in comparison to the prior year. Key elements of this change are as follows:

General fund operating results, as discussed further in section D	\$ (243,663)
Nonmajor fund activity	<u>581,214</u>
Total	<u>\$ 337,551</u>

The general fund is the chief operating fund. At the end of the current fiscal year, unreserved fund balance of the general fund was \$ 789,205, while total fund balance was \$ 1,050,004. As a measure of the general fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. Unreserved fund balance represents 7.00 percent of total general fund expenditures, while total fund balance represents 9.32 percent of that same amount.

The fund balance of the general fund changed by \$ (243,663) during the current fiscal year. Key factors in this change are as follows:

Revenues in excess of budget	\$ (623,271)
Expenditures less than budget	468,274
Other timing issues	<u>(88,666)</u>
Total	<u>\$ (243,663)</u>

**Proprietary funds.** Proprietary funds provide the same type of information found in the business-type activities reported in the government-wide financial statements, but in more detail.

Unrestricted net assets of the enterprise funds at the end of the year amounted to \$ 883,015.

Other factors concerning the finances of proprietary funds have already been addressed in the entity-wide discussion of business-type activities.

#### **E. GENERAL FUND BUDGETARY HIGHLIGHTS**

There were no differences between the original budget and the final budget.

## **F. CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital assets.** Total investment in capital assets for governmental and business-type activities at year end amounted to \$ 46,402,845 (net of accumulated depreciation), a change of \$ (1,300,802) from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Major capital asset events during the current fiscal year included the following:

Purchase of:

2010 Freightliner rescue truck	\$ 302,931
2009 Kubota tractor	49,175
Library copier	28,072
Various computer equipment	2,600
Sewer plant upgrades	915,186
Capitalization cost of water system purchase	<u>104,758</u>
Subtotal	1,402,722
Current year depreciation	<u>(2,703,524)</u>
Decrease in capital assets	\$ <u><u>(1,300,802)</u></u>

Additional information on capital assets can be found in the notes to the financial statements.

**Long-term debt.** At the end of the current fiscal year, total bonded debt outstanding was \$ 7,677,559, all of which was backed by the full faith and credit of the government.

Additional information on long-term debt can be found in the notes to the financial statements.

## **REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town of Hanover's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Director of Administrative Services  
Town of Hanover  
P.O. Box 483  
Hanover, New Hampshire 03755  
(603) 640-3203

## TOWN OF HANOVER, NEW HAMPSHIRE

## GOVERNMENTAL FUNDS

## BALANCE SHEET

JUNE 30, 2010

	<u>General</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>			
Cash and short-term investments	\$ 15,351,867	\$ 3,716,108	\$ 19,067,975
Receivables:			
Property taxes	5,680,042	-	5,680,042
User fees	86,986	77,659	164,645
Intergovernmental	152	-	152
Due from other funds	3,391,689	7,702,393	11,094,082
Other assets	<u>30,982</u>	<u>-</u>	<u>30,982</u>
<b>TOTAL ASSETS</b>	<b>\$ <u>24,541,718</u></b>	<b>\$ <u>11,496,160</u></b>	<b>\$ <u>36,037,878</u></b>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable	\$ 882,076	\$ 249,205	\$ 1,131,281
Accrued liabilities	60,794	-	60,794
Due to other governments	12,709,208	-	12,709,208
Deferred revenues	4,356,747	69,405	4,426,152
Tax paid in advance	5,627	-	5,627
Due to other funds	5,470,602	5,352,091	10,822,693
Deposits held in custody	-	3,486	3,486
Other liabilities	<u>6,660</u>	<u>-</u>	<u>6,660</u>
<b>TOTAL LIABILITIES</b>	<b>23,491,714</b>	<b>5,674,187</b>	<b>29,165,901</b>
Fund Balances:			
Reserved for:			
Encumbrances and continuing appropriations	226,099	38,365	264,464
Expenditures	34,700	4,738	39,438
Perpetual (nonexpendable) permanent funds	-	449,634	449,634
Unreserved:			
Undesignated, reported in:			
General fund	789,205	-	789,205
Special revenue funds	-	5,075,740	5,075,740
Capital project funds	-	201,509	201,509
Permanent funds	<u>-</u>	<u>51,987</u>	<u>51,987</u>
<b>TOTAL FUND BALANCES</b>	<b><u>1,050,004</u></b>	<b><u>5,821,973</u></b>	<b><u>6,871,977</u></b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ <u>24,541,718</u></b>	<b>\$ <u>11,496,160</u></b>	<b>\$ <u>36,037,878</u></b>

See notes to financial statements.

# Town of Hanover Statement of General Indebtedness FY 2009-10

## Projected Balances Due - including Principal and Interest

FY2009-10					
Matures	Balance Due @ 7/1/2009	Debt Service		FY2009-10 Debt Incurred	Balance Due @ 6/30/2010
		Payments			
<b>General Fund</b>					
2002 Police Dispatch Console Bond	6/14/2012	\$ 48,750	\$ (16,856)	\$ -	\$ 31,894
2003 Community Center Bond	1/15/2023	1,412,852	(122,100)	-	1,290,752
2004 Dresden Note for HHS Property Option	8/15/2023	1,500,000	(100,000)	-	1,400,000
2006 Ntwk Copier Lease - Planning & Zoning	8/31/2010	2,730	(2,340)	-	390
2006 Ntwk Copier Lease - Police Department	12/31/2010	3,960	(2,640)	-	1,320
2007 Ford F-550 Dumptruck for Trash Hauling	11/20/2010	24,627	(12,314)	-	12,313
2007 Ntwk Copier Lease - Parks & Recreation	1/31/2012	11,970	(4,633)	-	7,337
2007 Long-Line Painter - Public Works	6/15/2011	20,385	(10,193)	-	10,192
2007 Town-Wide IP Telephone Switch	6/30/2012	110,931	(28,134)	-	82,797
2008 Networked Copier Lease - Town Hall	8/31/2011	6,638	(3,063)	-	3,575
2008 Networked Copier Lease - Public Works	8/31/2011	4,367	(2,016)	-	2,351
2010 Surveillance System - Police Department	7/13/2013	-	(6,500)	31,653	25,153
2010 Networked Copier Lease - Howe Library	12/31/2014	-	(4,465)	26,923	22,457
<b>Total General Fund</b>		<b>\$ 3,147,210</b>	<b>\$ (315,254)</b>	<b>\$ 58,576</b>	<b>\$ 2,890,532</b>
<b>Fire Fund</b>					
2006 Ntwk Copier Lease - Fire Department	8/31/2010	2,730	(2,340)	-	390
2007 E-1 Aerial Tower - Fire Department	10/3/2015	295,649	(42,236)	-	253,413
<b>Total Fire Fund</b>		<b>\$ 298,379</b>	<b>\$ (44,576)</b>	<b>-</b>	<b>\$ 253,803</b>
<b>Water Reclamation Facility (Sewer) Fund</b>					
2008 Treatment Plant Bond - (State Water Pollution)					
Aid received to apply against debt service)	12/1/2027	3,797,894	(246,411)	-	3,551,483
2009 Networked Copier Lease - Treatment Plant	10/31/2012	6,030	(1,809)	-	4,221
<b>Total Water Reclamation Facility Fund</b>		<b>\$ 3,803,924</b>	<b>\$ (248,220)</b>	<b>-</b>	<b>\$ 3,555,704</b>
<b>Parking Fund</b>					
1999 Parking Facility Bond	1/15/2029	6,538,738	(326,346)	-	6,212,392
<b>Total Outstanding Indebtedness All Funds</b>		<b>\$ 13,788,251</b>	<b>\$ (934,396)</b>	<b>\$ 58,576</b>	<b>\$ 12,912,430</b>

Note: SRF Loans totalling \$6,000,000 have been authorized by Town Meeting and approved by NH DES; the Sewer Plant improvements to be funded with these debt proceeds are underway, and the loans expected to be issued late FY2011 or early FY2012.

## Town of Hanover Trust Funds

	7/1/2009 Market Value Balance	Income	Realized and Unrealized Gain/(Loss)	Deposits	Withdrawals	6/30/2010 Market Value Balance
<b>Common Trust Funds</b>						
Cemeteries	\$ 103,067	\$ 2,925	\$ 11,015	\$ 10,042	\$ (1,250)	\$ 125,799
Library	1,382	38	151	-	(17)	1,554
Poor	211	6	23	-	(3)	237
<b>Subtotal Common Trust Funds</b>	<b>\$ 104,660</b>	<b>\$ 2,969</b>	<b>\$ 11,189</b>	<b>\$ 10,042</b>	<b>\$ (1,270)</b>	<b>\$ 127,590</b>
<b>Capital Reserve Funds</b>						
Ambulance Equipment	\$ 139,568	\$ 370	\$ -	\$ 50,100	\$ (161,000)	\$ 29,038
Bridge Replacement and Renovations	129,408	342	-	30,000	-	159,750
Building Maintenance and Improvements	50,005	134	-	50,000	-	100,139
Dispatch Center Eqpt. and Renovations	29,776	79	-	10,000	-	39,855
Fire Department Vehicle and Equipment	226,979	600	-	64,000	-	291,579
Highway Construction and Mtce. Eqpt.	192,607	503	-	240,000	(135,522)	297,588
Howe Library Bldg Repair and Equipment	29,122	77	-	-	-	29,199
Parking Vehicles and Facility Improvements	372,438	983	-	62,210	-	435,631
Police Vehicles and Equipment	13,239	36	-	66,000	(37,283)	41,992
Property Revaluation	11,489	31	-	15,000	-	26,520
Road Construction and Improvements	8,955	24	-	20,000	-	28,979
Sewer Eqpt. and Facilities Improvements	710,224	1,897	-	580,260	(10,543)	1,281,838
Municipal Transportation Improvement Fund	38,520	103	-	34,660	-	73,283
<b>Subtotal Capital Reserve Funds</b>	<b>\$ 1,952,330</b>	<b>\$ 5,179</b>	<b>\$ -</b>	<b>\$ 1,222,230</b>	<b>\$ (344,348)</b>	<b>\$ 2,835,391</b>
<b>Restricted Purpose Funds</b>						
Bridgman Trust Fund (*)	\$ 940,547	\$ 22,115	\$ 89,532	\$ -	\$ (25,000)	\$ 1,027,194
Bruce Essay Prize (+)	1,100	30	120	-	(80)	1,170
Dagmar's Place Fund	10,548	290	1,154	-	(140)	11,852
Education of Persons with Disabilities Fd. (*)	198	-	-	-	-	198
Etna Library Expendable Fund	21,770	59	-	4,931	(3,894)	22,866
Fierro Fire Department Memorial Fund	2,630	7	-	-	-	2,637
Adelaide Hardy Trust for Etna Library	32,485	896	3,551	-	-	36,932
Jeremiah Ice Hockey Fund (+)	4,737	131	518	-	-	5,386
Land & Capital Improvements Fund	183,108	482	-	6,650	-	190,240
Murphy Lamp of Learning Prize Fund (+)	4,238	117	463	-	(100)	4,718
Norris Dartmouth Cemetery Fund	1,055	4	-	-	-	1,059
Pleasant St. View and Slope Mtce. Fund	12,085	335	1,317	150	-	13,887
Rennie Nursing Service Fund	3	-	-	-	(3)	-
Rueb Photography Prize Fund (+)	9,556	264	1,045	-	(116)	10,749
Sawyer Trust Fund	11,121	307	1,216	-	(135)	12,509
School Building Maintenance Fund (*)	98,897	260	-	-	-	99,157
Sixth Grade Tuition Fund (*)	941	4	-	-	-	945
Tax Stabilization Fund (*)	521,983	1,078	-	-	(303,228)	219,833
Frank B. and Edith R. Tenney Trust	38,446	1,061	4,203	-	(25)	43,685
Termination Benefits Fund	88,963	234	-	-	-	89,197
Welfare Assistance Fund	-	-	-	-	-	-
Wicker Fdn. Cemetery Improvements Fd.	1,976	5	-	-	-	1,981
<b>Subtotal Restricted Purpose Funds</b>	<b>\$ 1,986,387</b>	<b>\$ 27,679</b>	<b>\$ 103,119</b>	<b>\$ 11,731</b>	<b>\$ (332,721)</b>	<b>\$ 1,796,195</b>
<i>*Hanover School District Funds, +Dresden School District Funds</i>						
<b>Grand Total Trust Funds</b>	<b>\$ 4,043,377</b>	<b>\$ 35,827</b>	<b>\$ 114,308</b>	<b>\$ 1,244,003</b>	<b>\$ (678,339)</b>	<b>\$ 4,759,176</b>



# TOWN TREASURER'S REPORT

## GENERAL FUND

### for 2010 fiscal year (July 1, 2009 - June 30, 2010)

The Treasurer of the Town of Hanover for the fiscal year ending June 30, 2010 submits the following summary report of receipts and disbursements, and cash and cash equivalents:

Bank Account Cash Balance at July 1, 2009	\$ 11,350,398
Plus: Petty Cash Accounts	1,695
Plus: Deposits in Transit at June 30, 2009	1,400,161
Operating Account Cash Balance at July 1, 2009	\$ 12,752,254
Plus: Receipts from all sources	48,992,147
Plus: Transfers from Concentration/Investment Account(s)	22,040,547
Plus: Interest earned	9,919
Less: Authorized Disbursements	(47,397,155)
Less: Transfers to Concentration/Investment Account(s)	(24,500,000)
Operating Account Cash Balance at June 30, 2010	\$ 11,897,712

Concentration Account Balance at July 1, 2009	\$ -
Plus: Transfers from Operating Account	18,500,000
Plus: Interest Earned	40,547
Less: Transfers to Operating Account	(18,540,547)
Concentration Account Balance at June 30, 2010	\$ -

Investment Account Balance at July 1, 2009	\$ -
Plus: Transfers from Operating Account	6,000,000
Plus: Interest earned	10,250
Less: Investment fees	(40)
Less: Transfers to Operating Account	(3,500,000)
Investment Account Balance at June 30, 2010	\$ 2,510,210

NH PDIP(*) General Fund Balance at July 1, 2009	\$ 1,795,791
Plus: Transfers In	-
Plus: Interest earned	4,064
Less: Transfers out	(465,302)
NH PDIP General Fund Balance at June 30, 2010	\$ 1,334,553

Respectfully Submitted,  
Patricia B. Coutermarsh  
 Town of Hanover Treasurer

(\*) New Hampshire Public Deposit Investment Pool

## **Hanover Finance Committee Comments on Hanover FY12 Proposed Budget**

At its public meeting on March 14, 2011, the Hanover Finance Committee approved the following statement:

### **Statement on Hanover Town Budget, 2011-2012**

At its meeting on March 14, 2011, the Hanover Finance Committee (HFC) unanimously endorsed (all six of the current HFC members present) the FY12 town budget as approved by the Hanover Selectboard at its meeting on March 3, 2011.

The HFC reached this decision after carefully reviewing details of the projected revenues and expenditures as presented in the town budget proposal by town administration and the individual department heads, and discussing these details with town officers. Representatives of the HFC also attended all of the public meetings held by the Selectboard in which the budget was discussed and approved.

Mindful of the continuing very difficult current economic and financial conditions, the HFC commended the Selectboard, town administration, and especially the department heads and their staff for their diligent efforts to cut costs while maintaining essential public services and equitable wage and salary adjustments.

Hanover Finance Committee:

William Garrity, Chair  
Kristi Fenner, Vice Chair  
Tom Blinkhorn  
Peter Christie, Hanover Board of Selectmen Representative  
Kevin Cotter, Hanover School Board Representative  
Michael Gerling

## Detail

The Hanover Finance Committee is an appointed resident body charged to opine on financial matters of the Town of Hanover and Hanover School District.

The Hanover Board of Selectmen met four times from late February (28) to early March (1, 2, and 3) 2011, to review and approve the proposed town budget for FY12 (July 2011-June 2012). The public meetings were detailed reviews of individual town departments' budgets, concluding with a summary board discussion of and vote on the FY12 budget. The finance committee was briefed by Julia Griffin, Hanover Town Manager, and Betsy McClain, Director of Administrative Services, before the process. Finance committee members attended the Selectboard meetings.

The finance committee generally frames its assessment of the impact of the town's budget in terms of a "blended tax rate," an artificial rate that incorporates combined general fund and fire fund tax rates proportionally distributed across the three fire districts. **No property owner actually sees this rate**—it is a benchmark for the finance committee and the Selectboard and town administration.

The finance committee supports the general principle that the Selectboard should construct the town's budget to meet town needs given reasonable assumptions about revenues, including traditional revenues from the state, and not cut the budget merely to anticipate potential state impacts or other circumstances wholly out of the town's control. That is, the committee supports the notion that the town's leadership craft budgets to meet the town's needs for services, and not make up for other entities' (namely, the state and county) issues. The finance committee also feels it is not wise to skip expenses in one year just to postpone them to future years.

The finance committee notes that the Selectboard, in preparing the town's FY12 budget, was attentive to potential stasis or contraction in local revenues given the degraded financial environment—for example, short-term interest rates—and the significant uncertainties regarding the state's finances—appropriations, revenue sharing, and the town's share of rooms and meals taxes. During budget planning, the town administration planned multiple budgets incorporating a range of tax rate changes, including 0%. Town administration prepared a list of potential expense reductions, grouped in several tiers from least impactful on town services to most impactful.

The finance committee commends the Selectboard and town administration for developing a proposed FY12 budget, in a calamitous financial environment, that nonetheless includes equitable wage and salary increases at negligible additional taxpayer burden. The committee specifically recognizes the work of Julia Griffin; Betsy McClain; Penny Hoisington, the Executive Assistant; and, especially, all the department heads.

The Net Assessed Valuation is projected to increase by \$25 million, substantially absorbing the projected increase in property taxes to be raised. The budget approved by the Selectboard at its March 3 meeting has these implications for tax rates:

<b>Year Five of Five-Year Phase-in of New Fire Districts</b>			
	<b>FY2011</b>	<b>FY2012</b>	<b>% Chg</b>
Muni Rate	3.98	4.02	0.9%
FD #1 Rate	1.41	1.40	-0.7%
Total	5.39	5.42	0.5%
On \$490K Property	\$2,641	\$2,656	0.5%
Muni Rate	3.98	4.02	0.9%
FD #2 Rate	.96	1.02	6.3%
Total	4.94	5.04	2.0%
On \$490K Property	\$2,421	\$2,470	2.0%
Muni Rate	3.98	4.02	0.9%
FD #3 Rate	.48	.51	6.3%
Total	4.46	4.53	2.0%
On \$490K Property	\$2,185	\$2,220	2.0%
Combined "Blended" Rate – A composite average property tax rate as if fire protection costs were recovered the same as general fund costs.			
	5.26	5.31	0.9%
<i>Note: \$490,000 is the median value of a single-family residence in the Town of Hanover.</i>			

That is, the blended tax rate increase if the total general fund and fire fund tax levies were allocated to all properties at the same rate is 0.9%. This blended increase will impact property owners differently, depending upon the fire district designation of their property. The increase is 0.5% for Fire District #1 (which includes approximately 70% of the town's households), 2.0% for Fire District #2, and 2.0% for Fire District #3. These variable percentage changes are driven by a five-year phase-in of a transition to a more equitable allocation of the cost of fire department personnel and equipment costs among all town properties. After a careful study of the issues, the Board of Selectmen adopted the current fire districts in 2007 and stipulated that the tax impact to Fire Districts #2 and #3 be phased-in over a five-year period to gradually introduce the increased tax burden to residents.

# **Chapter 3**

## **Town Department Reports**

## Town of Hanover Employees 2010

<b>ADMINISTRATION</b>	<b><u>Job Title</u></b>	<b><u>Date of Hire</u></b>
Darlene Cook	Receptionist/Assistant Town Clerk	3/11/2004
Patricia Coutermarsh	Accounting Coordinator/Treasurer	9/30/2003
Sue Girouard	Financial & Information Analyst	5/23/1994
Julia Griffin	Town Manager	8/01/1996
Penelope Hoisington	Executive Assistant	11/25/1996
Myra Johnson*	Human Resources Director	2/13/2006
Gloria LaCasse	Human Resources Assistant	11/26/2007
Gerald Macy	Computer Technician	10/01/2004
Elizabeth McClain	Director of Administrative Services	4/23/2001
Karen McCusker	Accounting Assistant	6/13/2005
Elizabeth Meade	Tax Collector/Director of Town Clerk's Division	5/29/2000
Michael Ryan	Director of Assessing	9/01/1998
Gail Schaal	Senior Center Coordinator	10/29/1990
Donna Stender	Deputy Tax Collector/Assistant Town Clerk	5/21/2007
Corey Stevens	MIS and Technology Director	8/16/1999
 <b>FIRE DEPARTMENT</b>	 <b><u>Job Title</u></b>	 <b><u>Date of Hire</u></b>
Larry Ackerman	Firefighter/EMT Intermediate	10/08/1996
Roger Bradley	Fire Chief	10/09/1969
Jared Cook	Firefighter/EMT Intermediate	9/13/2005
Robert Diehm	Firefighter/EMT Intermediate	9/27/2007
Christopher Doolan	Firefighter/EMT Paramedic	3/14/2004
Wayne Dunham	Firefighter/EMT Intermediate	8/15/2006
Jeryl Frankenfield	Fire Inspector	9/27/2004
Brian Ellstein	Firefighter/Paramedic	8/13/2006
John Emerson	Firefighter/EMT Intermediate	2/07/2007
Michael Gilbert	Captain	9/10/1998
Michael Hanchett	Firefighter/Paramedic	5/08/1992
Bertram Hennessy	Captain	3/13/1994
Michael Hinsley	Captain	8/13/1987
Troy Leatherman	Firefighter/EMT Intermediate	5/28/2010
Benjamin LeFebvre	Firefighter/EMT Intermediate	7/24/2006
Scott Letson	Firefighter/EMT Intermediate	9/07/2008
Jeremiah Linehan	Firefighter/Paramedic	1/02/2005
Richard Low*	Firefighter/Paramedic	2/26/1998
Joshuah Lounsbury	Firefighter/EMT Intermediate	6/30/2009
Joshua Merriam	Firefighter/EMT Intermediate	10/03/2008
Robert Mousley	Firefighter/Paramedic	2/25/2003
Judith Stevens	Administrative Assistant	1/02/1994
Jeremy Thibeault	Captain	3/16/2003
Jay Whitehair	Firefighter/EMT Intermediate	7/22/2006

## Town of Hanover Employees

Cont'd...

<b>LIBRARIES</b>	<b><u>Job Title</u></b>	<b><u>Date of Hire</u></b>
Jeanette Abdelnur-Fadul	Substitute/Circulation Assistant I – Part Time	5/25/2010
Heather Backman	Program, Marketing & Outreach Coordinator	10/18/2010
Gary Barton	Youth Services Library Assistant – Part Time	7/05/2005
Charlotte Bernini	Library Assistant I – Part Time	1/01/1984
Lauri Berkenkamp	Substitute/Circulation Assistant I – Part Time	5/24/2010
Helen Bircher	Library Page I – Part Time	4/19/1999
Joanne Blais	Public Services Librarian	4/10/2000
Marilyn Blight	Substitute/Circulation Assistant I – Part Time	7/05/2005
Kristina Burnett	Circulation Supervisor – Part Time	1/05/1998
Janice Chapman	Substitute/Circulation Assistant I- Part Time	1/14/1998
Jayne Costello	Substitute/Circulation Asst. – Etna Library PT	11/03/2008
Christine Eickelman	Substitute/Circulation Assistant II – Part Time	6/05/2000
Leah Foster	Library Page I – Part Time	7/19/2010
Virgil Fuller	Substitute/Circulation Assistant I – Part Time	5/27/2010
Mary Gould	Substitute/Reference Assistant – Part Time	1/05/2009
Janice Grady	Office and Facility Manager	6/27/1988
Mary Hardy	Senior Public Services Librarian	1/08/1987
Sylvia Jaccaud	Library Page I – Part Time	3/04/1997
Mary King	Circulation Assistant II – Etna Library - PT	10/04/2004
Lily Leveret	Library Page I – Part Time	7/07/2010
Susan Leveret	Substitute/Circulation Assistant I – Part Time	8/14/2007
Mary Lockhart	Teen Services Specialist – Part Time	8/13/2009
Ellen Lynch*	Assistant Director	9/14/1992
Geraldine North*	Substitute/Circulation Assistant I – Part Time	11/17/2000
Barbara Prince	Librarian, Etna Library – Part Time	3/03/2000
Brittany Rathburn	Library Page I – Part Time	7/01/2010
Denise Reitsma	Youth Services Librarian	9/08/1998
Joan Ridgeway	Substitute/Circulation Assistant II – Part Time	8/25/1993
Mary Ryan	Technical Services Assistant	7/22/1996
Ann Schofield	Library Assistant II - Part Time	4/06/1984
Joanne Scobie	Substitute/Circulation Assistant II – Part Time	8/18/2006
Susan Shadford	Public Services Librarian – Part Time	8/05/2008
Pamela Smith	Head of Technical Services/Systems Manager	1/10/1994
Stephanie Snelling	Substitute/Circulation Asst. – Etna Library PT	11/03/2008
Amelia Talbert	Circulation Assistant I – Part Time	9/21/1994
Cynthia Taylor	Youth Services Library Assistant – Part Time	6/30/2003
Eric Ticehurst	Library Page II – Part Time	4/01/2000
Caroline Tischbein	Circulation Assistant II – Etna Library PT	6/20/2007
Mary White	Director Howe Library	7/23/2007

## Town of Hanover Employees

Cont'd...

<b>PARKS &amp; RECREATION</b>	<b><u>Job Title</u></b>	<b><u>Date of Hire</u></b>
Sherry Colfer	RWB Community Center Facility Manager	8/16/2005
Elizabeth Burdette	Assistant Director of Parks & Recreation	3/21/2008
Nicole Leonard	After School Program Director	8/18/2008
Henry Tenney	Director of Parks and Recreation	7/08/1974
Jeanne Vieten	Parks & Recreation Center Program Assistant	8/18/2003
John Wilmot	Maintenance Worker	5/02/2007

<b>PLANNING &amp; ZONING</b>	<b><u>Job Title</u></b>	<b><u>Date of Hire</u></b>
Jeffrey Andrews	Assistant Building Inspector	2/14/2006
Ryan Borkowski	Building Inspector	2/22/1999
Judith Brotman	Zoning Administrator	10/01/1998
Jonathan Edwards	Director of Planning and Zoning	8/31/1998
Beth Rivard	Administrative Assistant	4/07/1999
Victoria Smith	Senior Planner	4/05/1999

<b>POLICE DEPARTMENT</b>	<b><u>Job Title</u></b>	<b><u>Date of Hire</u></b>
Jeffrey Ballard	Police Officer	6/18/2001
Eric Bates	Detective	2/23/1998
Mark Butler	Police Officer	10/16/2006
Lisa Camarra	Communications Officer	11/18/1991
Mark Caruso	Parking Control Officer	10/26/1987
Adriane Coutermarsh	Administrative Clerk	9/10/2007
Bernard Cummings	Communication Officer	8/02/2005
Dianne Dufresne*	Communication Officer	7/31/2007
Michael Evans	Lieutenant	4/15/1991
Jeffrey Fleury	Police Officer	10/13/1994
Terry Lynn Follensbee	Parking Facility Cashier	11/03/2008
Daniel Fowler, III	Police Officer	8/21/2008
Nicholas Giaccone	Police Chief	8/20/1973
Daniel Gillis	Sergeant	8/28/1995
Timothy Goodwin	Communication Officer	2/17/2000
E. Douglas Hackett	Communication Services Coordinator	7/22/1999
Ryan Kennett	Police Officer	5/28/2008
Shannon Kuehlwein	Police Officer	4/07/1998
Kevin LaHaye	Communication Officer	10/23/2006
Joshua Lee	Police Officer	5/28/2008
David Luther	Sergeant	8/20/1990
Christopher McEwen	Parking Control Officer	12/08/1992
Francis Moran	Captain	5/30/1988
Christopher O'Connor	Prosecutor	10/04/2004
Patrick O'Neill	Lieutenant	1/04/1988



## Town of Hanover Employees

Cont'd...

<b>POLICE DEPARTMENT</b>	<b><u>Job Title</u></b>	<b><u>Date of Hire</u></b>
Alan Patterson	Police Officer	3/19/2001
Richard Paulsen	Police Officer	4/29/2002
Marisela Platt	Parking Control Facility Supervisor	10/05/2000
Elizabeth Rathburn	Administrative Secretary	9/04/2002
Steven Read	Police Officer	6/13/1990
Bradford Sargent	Sergeant	5/08/2000
David Saturley	Communication Officer	2/15/1998
Rolf Schemmel	Police Officer	7/08/2002
Sheryl Tallman	Records Coordinator	4/28/1997
Matthew Ufford	Police Officer	3/13/2006
Randy Wagoner	Communication Officer	6/24/1994
 <b>PUBLIC WORKS</b>	 <b><u>Job Title</u></b>	 <b><u>Date of Hire</u></b>
Neal Augustyn	Custodian	1/09/2006
Francis Austin	Facilities and Fleet Manager	5/04/1992
Seth Bean	Wastewater Treatment Assistant	8/13/2001
Mark Bean	Stockroom Clerk/Mechanic Assistant	2/13/2006
Christopher Berry	Equipment Operator/Highway Maint. Worker	3/17/2003
Leonard Bolduc	Sewer Maint. & Const. Crew Supervisor	7/11/1986
Todd Bragg	Senior Mechanic	7/04/1988
Larry Brown	Light Equipment Operator	12/01/2008
James Cadwell	Equipment Operator/Highway Maint. Worker	4/21/2008
Todd Cartier	Water Distribution Worker	8/02/2010
Michael Chase	Operations Manager	5/02/1983
Brandon Corey	Wastewater Treatment Technician Asst.	2/04/2008
Mark Curulla	Custodian	7/31/2006
Roger Darisse	Equipment Operator/Highway Maint. Worker	8/13/2003
Moses Delphia	Equipment Operator/Highway Maint. Worker	1/26/2004
William Desch	Urban Forester/Grounds Superintendent	1/01/1990
Steven Driscoll*	Building Maintenance Technician	3/07/2005
John Dumas	Water Superintendent	9/21/1998
Ross Farnsworth	Facilities Maintenance/Operations Technician	7/12/2010
David Field	Equipment Operator/Highway Maint. Worker	4/21/2008
Donald Foster	Fleet Foreman	5/11/1998
Bernard Hazlett	Water Distribution Worker	9/16/1982
Robert Henry, Jr.	Equipment Operator/Highway Maint. Worker	1/26/2004
Robert Henry, Sr.	Grounds Crew Leader	1/01/2007
Terry Jillson	Administrative Assistant	7/01/2000
Peter Kulbacki	Director of Public Works	12/22/1997

## Town of Hanover Employees

Cont'd...

<b>PUBLIC WORKS</b>	<b><u>Job Title</u></b>	<b><u>Date of Hire</u></b>
John LaHaye	Equipment Operator/Highway Maint. Worker	1/27/1997
Susan Love*	Inventory Control/Data Entry Clerk	7/17/2000
John Lusona	Equipment Operator/Highway Maint. Worker	12/27/2006
Randall MacDonald	Highway Operations Supervisor	3/03/1997
Kevin MacLean	Wastewater Treatment Superintendent	8/18/2003
James Messier	Equipment Operator/Highway Maint. Worker	8/14/2003
Steven Perry	Equipment Operator/Highway Maint. Worker	5/29/2002
Wayne Piekarski	Head Custodian	1/17/2006
Mark Roper	Wastewater Chief Operator	8/28/2006
Bruce Sanborn	Equipment Operator/Highway Maint. Worker	4/19/2008
Richard Scheuer	Wastewater Treatment Technician	6/18/2008
Gary Searles	Stock Room Clerk	6/21/2010
Dennis Smith	Wastewater Treatment Technician	5/09/2000
Betsy Smith	Administrative Assistant	5/02/1988
Brian Smith	Arborist	12/01/2003
Raymond Swift	Sewer Maintenance & Construction Worker	6/15/1987
Matthew Walker	Water Distribution Worker	7/17/2000
Donald Ware	Utility Engineer	11/13/2000

\*Employees that left the Town's employment in 2010

# TOWN OF HANOVER

## 2011 “MILESTONES” LIST = 20+ YEARS

*****				
#	DEPT	EMPLOYEE	DEPARTMENT	HIRE DATE
YRS	HEAD			
*****				
42	1986	ROGER BRADLEY	FIRE DEPARTMENT	10/9/1969
38	1994	NICK GIACCONE	POLICE DEPARTMENT	8/20/1973
37	1974	HANK TENNEY	RECREATION	7/8/1974
29		BERNARD HAZLETT	PUBLIC WORKS	9/16/1982
28		MICHAEL CHASE	PUBLIC WORKS	5/2/1983
27		CHARLOTTE BERNINI	HOWE LIBRARY	1/1/1984
27		ANN SCHOFIELD	HOWE LIBRARY	4/6/1984
25		LEONARD BOLDUC	PUBLIC WORKS	7/11/1986
24		MARY HARDY	HOWE LIBRARY	1/8/1987
24		RAYMOND SWIFT	PUBLIC WORKS	6/5/1987
24		MICHAEL HINSLEY	FIRE DEPARTMENT	8/13/1987
24		MARK CARUSO	POLICE-PARKING DIVISION	10/26/1987
23		PATRICK O'NEIL	POLICE-PARKING DIVISION	1/4/1988
23		BETSY SMITH	PUBLIC WORKS	5/2/1988
23		FRANCIS MORAN	POLICE DEPARTMENT	5/30/1988
23		JANICE GRADY	HOWE LIBRARY	6/27/1988
23		TODD BRAGG	PUBLIC WORKS	7/1/1988
21		WILLIAM DESCH	PUBLIC WORKS	1/1/1990
21		STEVEN READ	POLICE DEPARTMENT	6/13/1990
21		DAVID LUTHER	POLICE DEPARTMENT	8/20/1990
21		GAIL SCHAAL	RECREATION/SENIOR CTR.	10/29/1990
20		MICHAEL EVANS	POLICE DEPARTMENT	4/15/1991
20		RICHARD PAULSEN	POLICE DEPARTMENT	4/18/1991
20		LISA CAMARRA	POLICE COMMUNICATIONS	12/18/1991

**Number of Employees per Department with Twenty (20) or more years of employment with the Town of Hanover:** Nine (9) Police, Seven (7) Public Works, Two (2) Fire, Four (4) Howe Library, and Two (2) Recreation.

## Administrative Services Department

The Administrative Services Department handles the ‘back room’ financial transaction processing in support of the wide range of Town services provided to our citizens. The three-person accounting team handles the Accounts Payable, Payroll, Accounts Receivable, Cash Receipts, Budget Development, and other general accounting and financial reporting duties for the Town. In addition, the Department provides staff support to the Trustees of Trust Funds and coordinates the Town’s risk management program.

Significant highlights of the past year include:

- The Town’s financial statements for the period ended June 30, 2010 are fully GASB-compliant and received an unqualified opinion from our auditors. The Town is now positioned to prepare a Comprehensive Annual Financial Statement (CAFR) which is necessary if/when the Town ever wants to issue its own bonds (vs. going through the New Hampshire Bond Bank).
- Transitioned to all self-sealing stock for motor vehicle renewal notices, tax bills and utility bills to save labor, materials and to facilitate bulk-postage rates.
- Introduced “E-Reg” so that our residents have the option to renew their motor vehicle registrations via the Town’s website.
- Selected Financial Transactions Processed during fiscal year 2010 -

Payroll Payments to Employees	7,523 direct deposit transfers 1,876 payroll checks issued
Accounts Payable Payments	3,281 checks processed to 753 different vendors

**Staff:** Betsy McClain, Director of Administrative Services and Deputy Town Clerk; Pat Coutermarsh, Accounting Coordinator and Treasurer; Karen McCusker, Accounting Assistant.

## Assessing Department Report

The Assessing Department is responsible for maintaining the Town’s property assessment records and providing the property owners of Hanover with a cost effective property tax system that is both fair and equitable. Information on the assessment of property, the abatement process, and exemptions is available on the Town’s website at [www.hanovernh.org](http://www.hanovernh.org) or at the Assessing Office on the first floor of Town Hall.

**Local Real Estate Market:** The local real estate market has softened over the past twenty-four months and depreciation, although minor, has become a factor. This trend followed a relatively stable market over the previous two years. Demand for residential homes and condominiums remains flat and is not expected to improve in the short term. In fact, looking forward, depending on many factors including the direction of the national economy, the local real estate market may worsen and depreciation could become a significant factor. This would affect all segments of the market: residential, commercial, industrial and institutional.

**Average Assessment:** The Town's equalization ratio for tax year 2010 is 97.2%, which means the average assessment in Hanover is at 97.2% of market value as of April 1, 2010. The equalization ratio for tax year 2009 was also 97.2%; which would suggest that the local real estate market has stabilized. In my opinion this is overly optimistic, taking into consideration the number of properties for sale and the increase in the "days on the market" or time required to sell a property. Both indicate that supply exceeds demand which over the short term would depress values. We will continue to monitor this trend very closely over the next twelve months.

**Property Revaluation Program:** By state law, providing that the Selectboard does not choose to do it sooner, the next revaluation program is scheduled for Tax Year 2013. It will be completed, as were the last two programs, primarily by the Assessing staff with help from a contract employee/data collector, and it will cost approximately one quarter of what it would be if the town contracted with a private company. The first phase of the program, property inspections, will begin in the spring of 2011 and will continue through 2013. It is extremely important that the Town continue to take the steps required to maintain and improve the accuracy of the current property data. Fair and equitable assessments are the goal of any revaluation program and cannot be accomplished without accurate and timely property inspection data.

### **Tax Year 2010 Summary of Assessments**

Land		
Current Use (19,453 Acres)	\$	1,769,200
Conservation Restriction		8,300
Residential		535,521,400
Commercial/Industrial		<u>94,315,700</u>
Total Taxable Land	\$	631,614,600
Buildings		
Residential	\$	941,877,800
Commercial/Industrial		<u>364,152,900</u>
Total Taxable Buildings	\$	1,306,030,700
Public Utilities		
Water	\$	16,499,400
Electric		<u>12,162,500</u>
Total Taxable Public Utilities	\$	<u>28,661,900</u>
Total		<u>\$ 1,966,307,200</u>

**Staff:** Michael J. Ryan, Director of Assessing; Sue Girouard, Financial & Information Analyst.

## Etna Library

According to its mission statement, the Hanover Town Library, commonly referred to as the Etna Library, “will be an active presence in the village, providing its services to the community in a personal manner while preserving the historic building.” In fiscal year 2010, the Etna Library has addressed this mission through its services and programs, including preschool story times, an inventor’s workshop series, holiday crafts, an ongoing book group and a mud season reading program for adults.

2010 was an important year in the history of the Etna Library. Numerous generous donations enabled the town to purchase the land surrounding the library from the heirs of Ethel Hayes. The trustees and staff are very grateful to the Hayes Land fund-raising committee and all the donors. Owning the land makes possible the construction of a parking area and a barrier-free entrance.

The library holds a permanent collection of approximately 8,000 books and recorded books. In addition, a rotating collection of videos and recorded books is provided through the library’s participation in the Librarians of the Upper Valley Cooperative. All of the Etna Library’s materials are included on KnowHowe, the online catalog of the Howe Library. The library also provides high-speed internet access.

The library staff welcomes requests for items not found in the library’s collection. A courier service allows patrons to reserve a title at either the Howe or Etna Library and to pick it up at either location. Items may also be borrowed from other libraries in New Hampshire or elsewhere in the United States. Through the New Hampshire Downloadable Book Consortium, audios and e-books can be downloaded either on a home computer or at the library. The Etna Library provides two MP3 players that may be borrowed for downloading of recorded books.

Children’s programs include *Stories and Art* for preschoolers (held on Tuesday and Friday at 10) and seasonal events for school-age children (including Halloween, Winter, Valentines, Lunar New Year and Spring craft programs). Participants in the summer reading program recorded the books they read and were awarded ice cream treats from the Etna General Store. During the summer, Lauri Berkenkamp presented *Project & a Popsicle: Featuring Famous Inventions You Can Make Yourself!* During this five-session series, children learned to make geometric models, Leonardo da Vinci webbed swimming gloves, a compass and a Civil War periscope. In the final session they used their imaginations to invent items that would allow them to survive on a desert island.

As in previous years, the Etna Library book group for adults met regularly to discuss both classic and contemporary titles. In addition the annual Mud Season Reading Program was held during March and April. Participants filled out book reviews, which were displayed on the library’s bulletin board and served as raffle tickets for local business gift certificates. To conclude the program, Brenda Silver, professor of English at Dartmouth, talked about her reading journey from Virginia Woolf to cyberculture.

Throughout the year, the library continued its changing display of beautiful quilts on loan from Jan Nelson and Jane Buskey. In addition, Jane Buskey and Pat Clinton donated a colorful leaf quilt that will be displayed each fall.

This year Caroline Tischbein replaced Mary King (now heading the Meriden Library) as library assistant, specializing in crafts programs aimed towards school-age children and young adults. Jayne Costello and Stephanie Snelling continued their work as very competent substitutes.

Volunteers continue to play an important role in providing library services, including staffing the library on Saturday mornings and delivering books between the Howe and Etna Libraries. The Etna Ladies Aid and Etna Library supporters again ran the annual Thanksgiving Pie Sale.

Library hours are Mondays 2 to 7, Tuesdays 9 to 2, Wednesdays 2 to 6, Thursdays 2 to 7, Fridays 9 to 4 and Saturdays 10 to 12. For more information on library events consult our website [www.hanovernh.org/etnalibrary](http://www.hanovernh.org/etnalibrary), call us 643-3116 or e-mail us at [etna.library@hanovernh.org](mailto:etna.library@hanovernh.org).

### **Barbara Prince, Librarian**

#### **Hanover Town Library Performance Indicators**

	<b><u>FY 2004</u></b>	<b><u>FY 2005</u></b>	<b><u>FY 2006</u></b>	<b><u>FY 2007</u></b>	<b><u>FY2008</u></b>	<b><u>FY2009</u></b>	<b><u>FY2010</u></b>
Total Circulation	8,920	10,124	9,922	9,745	8,696	9,168	8,792
Adult Circulation	3,987	4,745	4,780	4,505	4,197	4,421	4,748
Juvenile Circulation	4,658	5,379	5,142	5,240	4,499	4,747	4,044
Patron Visits	4,729	4,574	4,568	4,344	4,386	4,938	4,802
Adults	2,838	2,907	2,901	2,730	2,771	3,281	3,363
Children	1,891	1,667	1,667	1,615	1,615	1,657	1,439
Library Programs	114	118	107	126	122	121	114
Program Attendance	1,985	1,487	1,393	1,433	1,466	1,452	1,085
Volunteer Hours	187	128	138	165	134	131	123
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Registered Patrons	234	256	256	228	242	249	236
Hours Open Weekly	20	20	24	24	24	24	24
<hr/>							

#### **Library Hours: 28 per week**

Monday - 2:00 to 7:00; Tuesday - 9:00 to 2:00; Wednesday – 2:00 to 6:00; Thursday – 2:00 to 7:00; Friday – 9:00 to 4:00; Saturday - 10:00 to noon. Closed Sunday. For more information, please call the library at 643-3116 or e-mail [etna.library@hanovernh.org](mailto:etna.library@hanovernh.org).

Staff: Barbara Prince, Librarian; Caroline Tischbein, Library Assistant.

# Fire Department



## Mission Statement

The mission of the Hanover Fire Department is to protect life, property and the environment and to reduce pain and suffering encountered through fire, medical and environmental emergencies by providing education, prevention, suppression and medical services to the citizens and visitors of our community in a professional and fiscally responsible manner.

The Hanover Fire Department is a combination department, meaning that we have full-time paid members and we have paid call members, more commonly called volunteers. We are short staffed with volunteers and encourage anyone with an interest in serving the community to get in touch with us to explore opportunities with the department.

This past year, the Hanover Fire Department has been working on improving training and equipment that will allow us to handle ice and water rescue. Much of this has been made possible by donations from many people. We purchased the Marsars Ice Rescue System that allows us to perform ice rescue as rapidly and safely as possible. Along with the Marsars System, we have been able to purchase additional life jackets and throw bags to help us rescue people in the water.

To help ensure the safety of the members of the Hanover Fire Department, we have purchased bailout bags that were mounted to all of the air packs used in firefighter operations. These bags contain 30 feet of rope and will give the firefighter the ability to self



rescue from second or third floor windows in the event they become lost or disoriented while in a building fire.

Members have participated in over 1,500 man hours of training in areas such as structural firefighting, emergency medical services, rescue from heights, confined spaces, trenches, ice and open water. They have received certification in over 30 new disciplines. Our on-duty program continues to expand to assist in keeping their skills sharp. It is this training that allows us to continue to provide our citizens with such a highly skilled and professional service.

Fire alarm box testing was completed for approximately 60 fire alarm boxes located throughout the Town of Hanover.

Four members participated in IMSA (International Municipal Signal Association) training during the year to learn how to troubleshoot and repair municipal fire alarm systems.

The Department has been upgrading the municipal fire alarm system by replacing old sections of open wire throughout the Town. For example, old open wire on the municipal fire alarm system was replaced at Clement Road and Occom Ridge.

Emergency breaks from downed tree limbs were repaired, as necessary.

A computerized log was created to track the personal structural gear for each member of the department. This log provides useful information about the age of the gear and its condition. The gear was maintained as necessary.

The Department collaborated with the State of New Hampshire on a required radio upgrade. The upgrade consisted of reprogramming 34 portable and 10 mobile radios. In addition, we worked with the Hanover Dispatch Center to repair communication problems with the trunk cable that runs from the Hanover Police Department on Lyme Road to the Hanover Municipal Building on Main Street.

A rural water supply study was conducted with assistance from the North Country Resource Conservation and Development Area Council. The results from this study will help the Hanover Fire Department make informed decisions about the placement of additional dry hydrants to the rural areas throughout the Town.

Captain Hennessy completed a two-part certification program (Leadership Institute) for New Hampshire's Local Government Administrators, Managers and Supervisors sponsored by the New Hampshire Local Government Center.

Firefighter Christopher Doolan and Firefighter Jeremiah Linehan completed Fire Officer 1 & 2 at the New Hampshire Fire Academy.

We take this opportunity to thank the citizens of Hanover for your support so that we can continue to serve you in your time of need.



Car fire in front of the Hanover Co-op Food Store

## Fire Services

	<u>FY'09</u>	<u>FY'10</u>	<u>7/10 – 01/11</u>
Structure Fires	21	20	3
Vehicle Fires	2	2	3
Brush Fires	6	4	4
Trash/Dumpster	9	4	1
Spills or Leaks	20	10	5
Electrical Problems	52	26	18
Water Evacuations	13	9	1
Smoke Removal	1	13	1
Smoke Odor	13	26	13
Malicious False Alarms	9	15	4
Mutual Aid Provided	25	30	28
Alarm Malfunctions	102	104	44
Unintentional Alarms	288	239	111
Other*	155	190	34
<b>Total</b>	<b><u>716</u></b>	<b><u>698</u></b>	<b><u>270</u></b>

\* Includes: Salvage, Police Assistance, Steam Leaks, Elevator Malfunctions, Service Calls, Rescue Calls and Extrication



Ice Rescue Training with the new MARSARS Ice Rescue Equipment

## Emergency Medical Services

	<u>FY'09</u>	<u>FY'10</u>	<u>7/10 – 01/11</u>
Hanover	763	808	360
Lyme	91	88	26
Norwich	149	123	50
Mutual Aid	68	54	19
<b>Total</b>	<b><u>1,071</u></b>	<b><u>1,073</u></b>	<b><u>455</u></b>

**Full-time Staff:** Roger Bradley, Fire Chief; Michael Hinsley, Michael Gilbert, Bertram Hennessy and Jeremy Thibeault, Fire Captains; Judy Stevens, Administrative Assistant; Larry Ackerman, Jared Cook, Robert Diehm, Wayne Dunham, John Emerson, Troy Leatherman, Benjamin Lefebvre, Scott Letson, Joshua Lounsbury, Joshua Merriam, Jay Whitehair, Firefighter/EMTs; Brian Ellstein, Christopher Doolan, Michael Hanchett, Jeremiah Linehan, Robert Mousley, Firefighter/Paramedics.

**Part-time Staff:** Jeryl Frankenfield, Fire Prevention Inspector

**Call Firefighters:** Richard Baughman, Julie Bean, Timothy Bent, Glenn Elder, John Hochreiter, Shannon Kuehlwein, David Pelton, Kenneth Pelton.



***Mission:***

*Howe Library brings together people, resources  
and information to engage our minds  
and to strengthen connections  
to our community and the world.*

**Summer Sundays:** In a move that goes against a national trend toward sharply decreased library hours and service for patrons, Howe Library will increase the number of hours it is open throughout the year, thanks to a generous gift from a former library trustee and his wife. The late Len Morrissey, a Howe Library Corporation Board member from 1977 to 1994, and his wife, Winifred Morrissey, gave a gift to the library that will provide funding for increased Sunday library hours, which will allow Howe Library to be open seven days a week throughout the year. The library has been open on Sunday afternoons during the winter months since 1977, but has never been open during summer Sundays due to a lack of funding.

Len Morrissey was Treasurer of The Howe Library Corporation for many years, overseeing the library's finances as it settled in to its new, permanent location on South Street. After his death, Mr. Morrissey's widow, Winifred, gave Howe Library a gift in Len's honor, and chose to fund the expanded Sunday hours. **Our first summer Sunday will be June 5<sup>th</sup>. Come join the celebration.**

**Howe Staff:** Staffing changes in 2010 included moving Mary Lockhart, Teen Services Specialist, from 17 hours per week (44 weeks per year) to 25 hours per week (52 weeks per year). This change, which does not cost the Town of Hanover any additional funds, was made possible by Denise Reitsma's decision to downshift from full-time to 30 hours per week. Two long-time employees retired in 2010: Joan Ridgeway after 19 years as a Circulation Desk Assistant and Ellen Lynch, after 21 years of service, the last eight as Assistant Director. Heather Backman, a new University of Michigan School of Information graduate, was hired as our Programming, Public Relations and Outreach Librarian and three new Circulation Desk substitutes were hired – Virgil Fuller, Lauri Berkenkamp, and Jeanette Fadul.

Howe Library now has seven full-time staff and 17 part-time staff, equaling 14.2 full-time equivalents (FTEs). While the number of staff has remained relatively stable over the years, with only a 2.2 FTE increase in 22 years, library use continues to climb. Since 2001 our circulation has increased 19.6%, the number of programs has jumped by 40.6%, program attendance has increased 37.7%, and reference questions have risen by 19.3%.

**Everyone is Reading:** Our second community-wide reading series -- “Everyone is Reading” -- was held in September and October, using the book *Strength in What Remains* by Pulitzer Prize-winning author Tracy Kidder. A total of 373 people participated in 13 programs, one of which was a special talk by Sharon McKenna, a Norwich native and key figure in the story. When I asked the 120 people in the room how many had read the book, every single person raised their hand. Now, *that’s* a community read!

**New Computer System:** In a technology move designed to cut taxpayer costs, Howe Library moved its entire bibliographic catalog and circulation system to Evergreen, an open-source integrated library system used by hundreds of libraries nationwide and in Canada. Moving to Evergreen will save considerable taxpayer dollars, primarily in annual service fees and upgrades. Evergreen is a library-specific open-source software program developed by the Georgia Public Library Services that allows users to study, change, and improve the software as it is being used. Because Evergreen is created collaboratively, new features and upgrades, such as enhancing the catalog, are free to participating libraries and maintenance is far less expensive.

**Grant Funding:** For the fourth time Howe Library received a \$10,000 donation from the Sunup Foundation in memory of Joy Lange Boardman, a long-time library volunteer. The 2010 gift was designated for books, speakers’ fees, audio books on CD, Ancestry Plus data base, DVDs, and staff professional development.

**Notable Author Series:** Collaboration with area libraries continues to be a high priority and Howe Library once again partnered with Dartmouth’s Baker-Berry Library, Norwich Public Library and Lebanon Public Libraries in October 2010 to host a presentation by author Gregory Maguire. Mr. Maguire’s books, include *Wicked*, now a popular Broadway play, and *Son of a Witch*.

**The Howe Library Corporation:** The Howe Library Corporation contributed approximately 27% towards the library’s yearly operating expenses including library materials, computers for public and staff use, all adult and children’s programs, staff professional development, building maintenance, and repayments of the \$1.8 million USDA Rural Development building loan. Your generous contributions to The Howe Library Corporation help us to continue offering exceptional services and programs.

***Mary H. White, Library Director***

Howe Library – a partnership of The Howe Library Corporation and the Town of Hanover  
13 South Street    Hanover, New Hampshire 03755    603.643.4120    [www.howelibrary.org](http://www.howelibrary.org)



## Performance Indicators FY06 – FY10

	2005 - 06*	2006-07	2007-08	2008-09	2009-10	
Items owned	73,239	74,200	75,439	77,246	79,683	
Circulation, total	251,601	274,817	282,214	298,837	297,316	
Holds/reserves placed	9,536	11,518	11,890	13,390	14,547	
Registered patrons	6,254	6,363	7,471	7,081	6,795	est./migration
Resident patrons	4,664	4,614	4,567	4,105	3,913	est./migration
Days open	329	329	336	335	335	
Hours open, weekly average	58	58	58	58	58	
Visitors, estimated	165,300	197,400	228,608	235,200	245,000	
Reference questions	10,901	10,681	10,612	11,112	10,035	
Interlibrary loan transactions	2,968	2,931	3,270	3,208	3,300	
Library sponsored programs	492	499	518	573	611	
Attendance/library programs	8,378	8,195	7,978	9,175	10,248	
Public meeting room usage	285	557	561	692	720	
Total meeting room usage	469	899	826	997	1,025	
Volunteer hours	2,175	2,095	2,215	2,599	2,141	
Electronic database usage	9,767**	7,397	6,609	6,959	7,029	
Howe website-pages accessed	208,882	239,168	237,802	226,000	230,245	
Public computer use, in-house	37,492	56,183	58,740	59,070	NA	

\*Construction project

\*\*Sessions, not searches

## Human Resources Department

**Recruitment and Staffing:** The Town of Hanover received and processed 476 employment applications for 23 vacant positions for the period July 1, 2009 – June 30, 2010.

**Labor Relations:** The Town has three collective bargaining units: (1) employees of the Public Works Department are represented by the American Federation of State, County, and Municipal Employees (AFSCME); (2) the firefighters are represented by the International Association of Fire Fighters (IAFF); and (3) employees of the Police Department are represented by the New England Police Benevolent Association (NEBPA). All three collective bargaining units have contracts in effect until June 30, 2011.

**Benefits:** All Town employees, union and non-union, participate in the same broad-menu flexible benefits package which includes access to health insurance, dental insurance, short



and long term disability, life insurance, medical and dependent care reimbursement accounts and voluntary supplemental insurance. Other benefits such as compensated time off for vacation, sick and personal leave are uniform for all employees throughout the Town. Full-time employees participate in the New Hampshire Retirement System, and all benefits-eligible employees have the option to participate in several supplemental retirement programs.

**Health and Safety:** The Joint Loss Management Committee meets to review Workers' Compensation claims and to promote safety, health and wellness programs for Town employees. The Committee is committed to developing and sponsoring safety and wellness activities throughout the year. Once again, all benefits-eligible employees were able to participate in a no-cost screening program for Blood Pressure, Glucose and Cholesterol Levels. Current members of the Joint Loss Management Committee are:

Frank Austin, Facilities and Fleet Manager, Public Works Department (Chair)  
Darlene Cook, Assistant Town Clerk/Receptionist, Administration  
Patricia Coutermarsh, Accounting Coordinator, Administration  
Sherry Colfer, RWB Center Facility Manager, Parks & Recreation  
William Desch, Urban Forester/Grounds Superintendent, Public Works Dept.  
John Dumas, Water Superintendent, Water Department  
Don Foster, Fleet Shop Foreman, Public Works Department  
Bert Hennessy, Fire Captain, Hanover Fire Department  
Gloria Lacasse, Human Resources Coordinator, Administration  
Randy MacDonald, Highway Operations, Supervisor, Public Work Department  
Brad Sargent, Police Sergeant, Hanover Police Department  
David Saturley, Communications Officer, Hanover Police Department  
Richard Scheuer, Waste Water Treatment Tech., Waste Reclamation  
Vicki Smith, Senior Planner, Planning & Zoning Department  
Mary White, Howe Library Director, Howe Library

**Training Programs:** Ongoing training programs ensure that our employees maintain basic skills with educational updates to help them perform most effectively. In addition to programs sponsored by the Joint Loss Management Committee, many relevant workshops are locally offered at no or minimal cost by the Local Government Center.

**Administrative Assistants Group:** This group, with representatives from all principal functional departments, meets on an ad hoc basis to discuss various issues such as payroll processing, training opportunities, computer service and applications, and general improvements to make administrative processing more consistent and streamlined. This networking serves to forge stronger mutual support for all while solving many common departmental problems. Current members of the Administrative Assistants Group are:

Gloria Lacasse, Human Resources Department (coordinator)  
Janice Grady, Howe Library  
Terry Jillson, Water Utility Fund  
Elizabeth Rathburn, Police Department  
Beth Rivard, Planning and Zoning Department  
Betsy Smith, Department of Public Works  
Judy Stevens, Fire Department  
Karen McCusker, Accounting Department (ad hoc member)  
Jeanne Vieten, Parks and Recreation Department (ad hoc member)

**Charitable Activities:** During fiscal year 2010, 15 employees supported the Upper Valley United Way through weekly payroll deductions. The Town of Hanover also partners with the LISTEN Center in providing holiday baskets and participating in other gift programs.

**Staff:** Gloria LaCasse, HR Coordinator; Vacant, HR Director

## Management Information Systems

The Management Information Systems (MIS) Department assists departments in selecting, implementing, and utilizing software solutions to improve government services. The MIS Department oversees the Town's wide area network and a standardized hardware replacement schedule, managing standard desktop components over a 4-year useful life. The Department is also responsible for negotiating and managing various networked copier contracts.

**Staff:** Corey Stevens, Director of MIS; Gerry Macy, Information Technology Assistant (part-time)

## Parks and Recreation



**2011 Pond Party**



**Facilities:** The Parks and Recreation Department is located in the Richard W. Black Recreation and Senior Center, which is located at 48 Lebanon Street. The RW Black Center, which is fully handicapped accessible, is open to the public Monday through Friday, 9 am through 6 pm, and Saturdays, 10 am – 6 pm. At other times the building may be accessed by reservation which may be made through the Facility Manager by calling 643-5315, extension 3305.

The RWBC is a 22,000 square foot, two story building, with a full basement. The first floor houses the Facility Manager's office, the Reception desk, the Main Lounge, the Director's Office and the Multi-Purpose Room & Kitchen. The Multi-Purpose Room offers an athletic-style gym with half court basketball and when combined with the Dining Room can be used for large functions. The Multi-Purpose Room also has a drop down theater projection screen and sound system. The rear portion of the first floor is designated as the Senior Center which offers an attractively designed living room/kitchen facility, a health screening area and crafts center. The Senior Center Coordinator's office is also in the Senior Center.

The second floor of the RWBC offers five Conference and Activity Rooms which can accommodate between 12 and 50. The Assistant Director and the After School Adventures Director have offices on the second floor. The Center is well equipped with tables, chairs, craft equipment, electronic equipment, presentation materials and a wide variety of athletic/recreation gear, including the birthday party favorite the blow-up Bouncy House.

**Programs:** The RW Black Center offers a variety of age specific programming for tots through adults. They include Super Playhouse, Kinder Play, Clay & Kids, French, a variety of drawing and hands-on art classes, Line Dancing, drop-in volleyball, yoga, Tai Chi, teen & adult dance classes, Babysitter Training, SAT Prep classes, watercolor, drawing and still life painting. This holiday season the Center sponsored a canned food drive, which after great success, the food collected was delivered to The Haven. There are several successful camps run by the Recreation Department which include Vacation Mini-Camps, 'Tween Camp, Camp Dragonfly, Camp Circle H, and Camp Quest.

**After School Childcare Program:** In 2007, due to low enrollment and the departure of the Director, the HOST program was put on hold. At the beginning of the 2007-2008 school year, representatives from the Town of Hanover, Howe Library, Richmond Middle School and the Hanover Recreation Department all met to work on a collaborative afterschool program for middle school students. From this committee's work the After School Adventures program was created for the 2008 – 2009 school year. This new program is open to 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> graders and meets at the Richmond Middle School. Activities include weekly field trips and special events, arts & crafts, sports & games, ooey gooey activities, science experiments, and student choice. The program meets Monday, Tuesday, Thursday, & Friday 3 pm to 5:30 pm and Wednesdays from 2 pm to 5:30 pm.

**Special Activities:** The Hanover Parks and Recreation Department once again offered a large number of varied special events throughout 2009. These events included: Pre-School Halloween Carnival, Halloween Pajama Party, Halloween Haunted House, Annual Hanover Old Fashioned Fourth of July Celebration, Occom Pond Party, Muster Day, Annual Eggstravaganza Egg Hunt, Pajama Parties, 6<sup>th</sup> Grade Barbeque, Family Entertainment Nights, Annual 10K Turkey Trot, Make & Take Gift Night, Annual Hanover Basketball

Invitational Tournament, and five additional themed dances for middle school aged students.

### Participation Statistics:

<u>Season</u>	<u>Athletic</u>		<u>Non-Athletic</u>	
Spring '10	Youth – 399	Adult – 200	Youth – 178	Adult – 40
Summer '10	Youth – 40	Adult - n/a	Youth – 265	Adult – 12
Fall '10	Youth – 442	Adult – n/a	Youth – 109	Adult – 67
Winter '10-'11	Youth – 220	Adult – n/a	Youth – 95	Adult – 23

<u>Season</u>	<u>Activity</u>	<u>Ray K-5</u>	<u>Activity</u>	<u>RMS 6-8</u>
Spring '10	Gr. K-1 Farm Baseball	59	Gr. 7-8 Boys Baseball	30
	Gr. 2-3 C Minor Baseball	40	Gr. 6-8 Girls Softball	14
	Gr. 3-5 Girls Softball	24	Gr. 6-8 Girls Lacrosse	47
	Gr. 4-5 Lacrosse	22	Gr. 6-8 Boys Lacrosse	78
			Gr. 6-8 Co-Ed Track	64
Summer '10	Soccer Camp – 95			
Fall '10	K Soccer	52		
	Gr. 1-5 Soccer	247	Gr. 7-8 Soccer	57
	Gr. 4-5 Football	32	Gr. 7-8 Football	22
	Gr. 5-6 Field Hockey	18	Gr. 7-8 Field Hockey	35
	Gr. 2-4 Flag Football	30	Gr. 6-8 Volleyball	11
Winter '10-'11	Gr. K-6 Basketball	128	Gr. 7-8 Basketball	80
			TSI Basketball	9

**Website:** The Town of Hanover Recreation Department has a very in-depth website which continuously keeps the community in the loop regarding special events and programs offered. Directions to games, schedules, brochures, and specifics on various events can be found at <http://www.hanovernh.org/parks&recreation>.

**Usage** of the RW Black Center continues to grow. During the period July 1, 2009 through June 30, 2010, 2,951 clients reserved space in the Center for a total of 7,153 reserved hours. From July 1, 2010 until the end of the year, December 31, 2010, 1,285 groups reserved space in the Center. These figures included a variety of users. One of the biggest draws to the Center is families renting the Multi-Purpose Room and our Bouncy House for birthday parties. Other renters include the Hanover Boy Scouts, Hanover Cub Scouts, Hanover Girl Scouts, Ford Sayre Ski Club, Hanover Lion's Club, Institute for Lifelong Education at Dartmouth, Jamie Orr Dance Instruction, Hanover Blue Wave Tae Kwon Do, Norwich Bridge Club, Upper Valley Dance Club, Youth In Action, Outreach House, Middle Eastern Dance Classes, Pilates, The Princeton Review, Christ Redeemer Church, Living Water Fellowship and Hanover Church of God as well as a variety of Hanover High School clubs and teams.

**Staff:** Henry "Hank" Tenney, Director; Liz Burdette, Assistant Director ; Gail Schaal, Senior Center Coordinator; Jeanne Vieten, Receptionist; Chris Lord, Youth-In-Action; Sherry Colfer, Facility Manager; John Wilmot, Building Maintenance, Nicole Leonard, After School Adventure's Program Director.

## **Planning and Zoning Department**

The Planning and Zoning Department serves the Planning Board, the Zoning Board of Adjustment, the Conservation Commission, the Building Code Advisory Committee, and the Affordable Housing Commission. It is responsible for planning for the Town's future in such areas as land-use, economic development, housing policy, transportation, natural resource protection, and maintenance and enhancement of Hanover's special character and quality of life as identified in the Town's 2003 Master Plan. It is also responsible for zoning administration and enforcement, conservation administration, and building inspections and code enforcement.

Staff comprises Planning and Zoning Director Jonathan Edwards, Senior Planner Vicki Smith, Zoning Administrator Judith Brotman, Building Inspector Ryan Borkowski, Assistant Building Inspector Jeffrey Andrews, Administrative Assistant Beth Rivard, Planning and Zoning Clerk Debbi Franklin, and Recording Secretary Denise Shibles.

In addition, last winter and spring the Department benefitted from having an in-house attorney, Erika Alders, on legal fellowship from the Boston law firm of Ropes & Gray; she assisted staff and other departments in a wide variety of legal and regulatory topics.

With the retirement this summer of Dr. William Boyle, who has served the Town admirably for many years as Health Officer, the health enforcement duties were transferred to the Planning and Zoning Department, with Jonathan Edwards becoming Health Officer and Ryan Borkowski Deputy Health Officer. Dr. Carolyn Murray continues as also a Deputy Health Officer. Dr. Boyle continues to provide advice to the department as needed.

## **Police Department**

The men and women of the Hanover Police Department's mission is to "provide professional and compassionate police service through partnerships that build trust, reduce crime, create a safe environment and enhance the quality of life in our community. To fulfill this mission we will have an uncompromising insistence on quality people who believe in the following core values: Integrity, Respect, Fairness, and Excellence." The Police Department includes the following divisions: Administration, Patrol, Investigation, Communications, and Parking.

This year was pretty well consumed by a series of events surrounding this department's intention of taking a more aggressive stand in its enforcement of alcohol related laws. This was predicated by an increase in hospitalization of mostly college aged individuals for alcohol poisonings and other alcohol related injuries and arrests.

The first order of business was to hold a meeting and invite the stakeholders from Dartmouth College so they could hear firsthand what the police were seeing and if there were no perceived changes in the coming weeks, the police would then introduce compliance checks, similar to ones conducted on licensed liquor outlets. To say that

February 4<sup>th</sup> meeting at Town Hall was tense and contentious would be an understatement. The push back received from the audience warned of all kinds of scenarios ranging from an unwelcoming Greek system to forcing drinking “underground”.

What developed next were a series of meetings with Town and College officials that developed into a taskforce whose goals and objectives were to examine the College drinking culture and come up with ways, some new and some old, to deal with the problem. The Police Department, although having a seat at the table, said it would conduct itself in a manner consistent with enforcing state law, minus any use of compliance checks.

As the school year progressed through the spring, the police department devoted part of its resources to the alcohol related cases as they presented themselves. What would be different would be a more concentrated effort in identifying the sources of where the intoxicated individuals came to do their drinking. We also made a significant change in how the department handled intoxicated people who needed medical services.

Previously, those who were transported to the hospital for an alcohol overdose were issued a summons to appear in court with a subsequent opportunity to enroll in diversion. We changed the process in these particular cases whereby we first offered diversion, and if the person failed to register within seven (7) days, they were then issued a summons. What this resulted in was not only a significant change in how those cases were documented for record purposes, but also in the numbers for their respective categories. The prime example is in the line item Intoxication (Protective Custody). In 2009 there were 50 cases. In 2010, this number jumped to 109 to reflect the previously mentioned change in procedure. And, if all things were equal between the last two (2) years, then we should have seen a corresponding drop in Liquor Violations which actually reflects the number of summons issued. But this number jumped by 13.3% from 181 to 205. So, when you combine the 2009 figures for Liquor Violations and Protective Custody and then compare them with the 2010 numbers, there was a 36% increase in alcohol related activity.

**Patrol Division:** In 2010, the Patrol Division was short one member due to an on-the-job-injury. That officer has still not returned to full-duty, but has been working a light-duty capacity and hopefully the officer’s recovery will be completed soon. This shortage required us to alternate an assignment of one officer between detectives and traffic enforcement during times when we felt they could be best utilized.

Statistically, and consistent with the decline in national averages, our figures of reported crimes have dropped when compared to the year before. For us, the most frequently reported crimes are burglaries and thefts whose overall numbers are large enough so that when they go up or down, they could be indicative of meaningful trends. What is hard to measure is the effect that patrol has on these figures. We like to believe that a robust and active patrol force greatly affects these figures and that our presence is a deterrence.

Equipment wise, 2010 and going into 2011 will be last time we will be operating the Ford Crown Victoria, which has been the standard bearer for the past decade and beyond. Ford will be discontinuing this workhorse and replacing it with a car on a smaller platform, but with available all-wheel drive and ergonomics not available to the public, but more fitting for patrol work. Each of these vehicles will be outfitted with equipment that has been found to be extremely useful in patrol work: radar which is used for both stationary and moving

patrol; video and audio equipped; mobile data terminals with the ability to check local, state and national databanks; infrared cameras for night vision; plus the standard radio equipment with capabilities to talk not only with local units, but with county and state units in both New Hampshire and Vermont.

We have been able to continue our participation in the Central New Hampshire Special Operations Unit. Joining Officer Paulsen in the tactical unit this past year was Officer Alan Patterson. Dispatcher Tim Goodwin continues with his involvement handling communications at an event. By participating we are able to bring in a whole range of resources that we wouldn't be able to provide on our own should the need arise to cover anything from a hostage situation to the search for a missing child.

**Detective Division:** The Detective Division consists of two primary investigators who conduct detailed investigations beyond the scope or in conjunction with a first responding officer. The Division had a third officer assigned to assist with investigations for the first 6 months of 2010. The cases that were handled by the Division include but are not limited to; theft/shoplifting, burglary, sexual assault, assault, computer fraud/ID Theft, drug offenses, liquor law violations, juvenile offenses and negligent homicide.

With the marked increase in liquor law violations in which underage persons were found to be intoxicated to a level that required medical intervention, the Detective Division began to focus more closely on the source of the problem. It became apparent that the individuals themselves had made poor choices compounded by the easy access and over serving which was occurring at various social houses on Dartmouth College campus.

During the past year, numerous individuals, fraternities and sororities were warned as first time offenders for their failure to comply with the liquor laws. This warning came with the understanding that future incidents would be investigated and prosecuted if it was determined that a crime was committed. Two organizations were subsequently charged, prosecuted and convicted for subsequent crimes committed. During the course of these investigations, the Detective Division worked closely with Dartmouth Safety & Security to ensure that they too were aware of the issues that were coming forth and the scope of the problem with the hope that the College would acknowledge and recognize those areas requiring further attention.

As word spread of the serious concerns that the Hanover Police Department had regarding the excessive over service of alcohol to students, there were six additional social houses that did not take sufficient steps toward curbing this behavior and were subsequently charged without having previously been issued a specific warning for past infractions. Most, if not all of these cases, were the result of the police responding to and assisting a person who was underage and was served alcoholic beverages to the point where they were intoxicated or incapacitated and needed medical assistance.

Although the alcohol cases were time consuming and important, the Division also handled other serious cases including:

- ❖ An investigation into harassment and stalking of an individual brought our Detectives to Brooklyn NY which resulted in an individual being charged with wire tapping, computer fraud, and harassment and stalking.

- ❖ A local organization reported the theft of antique furniture which was investigated and resulted in a Detective conducting follow up in Southern New Hampshire. The suspect in this case was later arrested for this offense.
- ❖ Detectives assisted in follow up of a past jewelry theft in Hanover, as well as jewelry thefts in Quechee, VT. Through this follow up, three suspicious males were reported to HPD, one of which is believed to be the primary suspect in the previous Hanover jewelry theft. Although an immediate link between the three suspects and the Hanover cases could not be made, follow up with other agencies has resulted in positive identification of the suspects to several other theft cases from other jurisdictions.
- ❖ Detectives initiated an investigation at one of the dormitories after it appeared that someone had purposely placed items inside an oven in order to have them catch fire. Around the same time, an anonymous caller had provided information about a potential hazing incident at one of the fraternities. Detectives later received a confession from the anonymous caller who admitted to the arson.
- ❖ Detectives investigated a reported theft from an elderly victim. The suspect was believed to be a caregiver. Detectives installed a video surveillance system and ultimately captured the suspect stealing from the victim. Detectives were able to get a confession and the bait money used in the operation was recovered.
- ❖ A male subject was shot in the face and shoulders in what turned out to be a hunting accident during turkey season. Detectives assisted NH Fish & Game in interviewing the victim, suspect and witnesses.
- ❖ A runaway juvenile from another state was reportedly located in Hanover and claimed to be a victim of a sexual assault. Detectives collected evidence, conducted interviews and arrested the suspect on charges of sexual assault, kidnapping, criminal mischief and contributing to the delinquency of a minor.
- ❖ After a fatal car accident, a Detective conducted extensive interviews with witnesses and the driver was charged with negligent homicide and driving under the influence of alcohol.
- ❖ Hanover Police received a report of individuals using cocaine at a fraternity. After the initial investigation began, Detectives were contacted by the individual who filed the complaint who reported that he had been threatened and that his property had been damaged in retaliation. The individuals who retaliated against the complainant were charged with witness tampering which is a felony level offense.
- ❖ Detectives received the report of a suspicious package containing an unknown substance. The intended recipient was interviewed and found to be in possession of multiple quantities of illicit drugs. The suspect was charged with 6 counts of Acts Prohibited (3 felony and 3 misdemeanors) and the case will be presented to the Grand Jury in the near future.

**Criminal Activity:**

	2006	2007	2008	2009	2010	<b>09-10</b> % Change
<b>Patrol Division Statistics</b>						
Murder	1	0	0	0	0	0%
Sexual Assault	2	11	7	4	5	25.0%
Robbery	0	0	1	1	1	0%
Burglary	18	14	11	19	12	-36.8%
Theft	215	168	199	181	130	-28.2%
Motor Vehicle Theft	2	4	2	2	1	-50%
Arson	0	0	0	2	2	0.0%
UCR Stolen	191,611	161,482	201,448	202,638	97,020	-52.1%
UCR Recovered	57,647	47,048	28,339	20,685	16,518	-20.1%
Recovery Ratio	20%	30%	29%	9.8%	17%	73.0%
Assault	33	40	30	53	39	-26.4%
Forgery	4	3	6	2	3	50.0%
Fraud	31	41	40	32	17	-46.9%
Vandalism	67	74	54	90	83	-7.8%
Possession of Stolen Property	2	0	1	1	4	300%
Indecent Exposure	0	6	1	0	2	200%
Drug Violations	49	41	55	31	46	48.4%
DUI	25	37	17	40	16	-60.0%
Liquor Violations	169	107	149	181	205	13.3%
Intoxication (PC)	59	30	27	50	109	118.0%
Disorderly Conduct	18	26	17	26	23	-11.5%
Harassment	5	4	7	13	12	-7.7%
Domestics	8	9	5	6	11	83.3%
Facilitate an Underage Drinking Party	4	2	3	2	4	100%
Open Container-Public	0	1	1	3	3	0.0%
Tobacco Violations	8	3	7	4	7	75.0%
Land Violations (Zoning)	5	0	0	33	20	-39.4%
MV Unlocks	731	460	673	374	333	-58.0%
Detentions-Adult	180	110	145	191	159	-16.8%
Total Arrests All Categories	459	347	396	498	513	3.0%
Accidents-Total	211	262	244	250	230	-8.0%
Accidents-Fatalities	0	0	0	0	1	100%
Accidents-Injury	20	22	28	25	36	44.0%
Accidents-Pedestrian	3	4	3	4	2	-50.0%
Accidents-Hit and Run	50	90	78	80	60	-25.0%
Accidents-Bicycle	3	2	5	1	6	500%
Accidents-Reportable	142	170	162	175	169	-3.4%
Total MV Stops	4,298	3,292	4,035	4,617	3,192	-30.9%
MV Citations	478	358	365	523	271	-48.2%
Speeding	238	184	169	224	143	-36.2%
Towed Vehicles	213	139	79	95	36	-67.0%
Patrol Mileage	170,957	174,370	178,896	185,394	165,432	-10.8%
Patrol Fuel	14,149	13,434	14,296	15,748	13,957	-11.4%

**Communications Division:** The Dispatch Center consists of the division's supervisor and seven (7) full time dispatchers. Three part-time employees also supplement the Center. The current staffing level was deemed necessary to adequately provide round-the-clock coverage to the other ten New Hampshire and seven Vermont towns that contract with the Town of Hanover for this service. The dispatch center spent most of this year short one or two dispatchers. We have had a vacancy since April 2010 that we are just hiring a qualified candidate in January of 2011. We were also short a dispatcher for 10 weeks during the summer due to injuries sustained in a motor vehicle accident. All in all, this was a difficult year for staff trying to cover these shortages as well as regular vacations and sick days.

The Dispatch Center continues to seek grant funding opportunities to continue to update its aging radio infrastructure. Motorola estimates it will cost almost \$ 2.1 million dollars to replace the radio system with a modern system providing adequate coverage to our area. At the time of this writing, we have been unsuccessful in three attempts to seek funding.

We continued to improve our video surveillance systems by researching and selecting an upgraded video surveillance system for the parking garage, as well as a camera for Lot 1. At this time we are just completing the installation of this system.

The Dispatch Center also spent time working with the Fire and EMS personnel in Corinth and Topsham, VT to transition their emergency communications to the Hanover Dispatch Center from the Barre, VT Police Department. As of January 1, 2011, this transition was completed.

In the upcoming fiscal year, the Communications Division will be finishing up for the federally mandated narrow banding of our 11 radio channels. This includes replacing our Fire Radio Voter system, and several highway radios, and some Fire pagers. We will work on a replacement schedule and any possible grant funding for this purpose. This transition must be completed by January 1, 2013.

<b>Dispatch Division Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>%Change 09-10</b>
Total Incidents	37,232	40,471	42,674	45,518	40,057	-12.0%
Hanover Incidents	16,616	20,365	22,641	21,598	14,534	-32.7%
All Incoming Calls	98,224	87,032		126,947	128,699	1.4%
Handled by Dispatcher	77,114	70,239		66,864	67,985	1.7%
Calls Transferred	21,110	16,792		60,083	60,714	1.1%
911 Calls	3,487	3,267	3,124	3,005	3,122	3.9%
7 am-3 pm Calls	36,857	39,577		77,104	77,097	0.0%
3 pm-11 pm Calls	30,003	27,896		41,295	42,513	2.9%
11 pm-7 am Calls	8,906	8,419		7,592	8,189	7.9%
SPOTS-Dispatch	307,059	300,573	293,582	331,769	284,230	-14.3%
SPOTS-Mobile Data	134,073	153,490	180,874	391,710	330,113	-15.7%
Police Calls-All Depts.	35,286	38,004	40,180	44,101	36,973	-16.2%
Fire Calls-All Departments	3,533	3,254	3,114	3,264	3,132	-4.0%
Ambulance Calls-All Depts.	3,262	3,144	3,023	3,217	3,303	2.7%
Fast Squad-All Depts.	915	727	772	694	767	10.5%
Public Works-All Depts.	765	715	788	648	587	-9.4%
Bank Alarms	88	83	138	65	52	-20.0%
All Other Alarms	847	831	778	792	1,233	55.7%



**Parking Operations:** Staff of the Police Department and Parking Enforcement Division writes improper parking notices for violations of the Hanover Parking Ordinance, to include expired meters, parking in handicap zones without a permit, parking in prohibited areas and for parking on streets and lots after midnight during the winter.

Parking enforcement offices are located in Town Hall on the second floor, where staff accepts payments, answers questions and processes ticket payments through the use of their computer based violation tracking system. Parking accepts payments in several forms, to include cash, check and credit card.

Revenue generated through parking related activities flows into a separate Parking Fund that is overseen by the Parking & Transportation Board and the Board of Selectmen. Funds are used to support on-street and parking facility operations, maintenance of parking areas, the Advance Transit shuttle service for commuters and future improvements to the parking system.

There are over 500 parking meters in Hanover, mostly offering two or three hour parking to customers and visitors of the Central Business District. Downtown employees can park in long-term metered areas located in the Marshall Lot, on the top deck behind the Bank of America and along School Street; or in one of eighty long-term non-metered public permit spaces situated on the periphery of the Business District; or for free in Thompson Arena. Related permits are available at the parking office in Town Hall.

Parking operations also manages parking in the 289 space facility at 7 Lebanon Street, where both short-term and long-term parking is available for customers. The facility is open 24/7, with cashiers on duty between 7:00am and 9:00pm every day, but Sunday. A validation program is in effect where merchants may purchase \$.50 off stickers at the parking office to then distribute to their customers that park in the facility. The covered sections of the facility are a good option for overnight parking during the winter parking ban. The parking ban is in effect November 15 through April 30 each year, between the hours of 12:01am – 7:00am.

						<b>2009-10 %</b>
<b>Parking Division Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>Change</b>
Total Tickets	28,471	26,508	27,055	25,859	29,005	12%
Handicap	47	64	35	72	39	-46%
Loading - Bus	11	17	7	22	18	-18%
Left Wheels to Curb	119	88	104	150	97	-35%
Expired Meter	24,386	22,670	23,958	23,095	26,039	13%
Winter/Summer Parking Ban	1423	1654	938	883	979	11%
2-Hour Zone	50	38	7	2	4	100%
Improper Parking	100	153	151	156	191	22%
Meter Feeding	241	219	261	94	162	72%
2&3 Expired Meter Violation	511	314	464	436	556	28%
Prohibited Zone	665	546	515	491	466	-5%
Towing Charge	6	19	17	15	2	-87%
No Town Permit	865	686	569	422	438	4%
Sidewalk	41	30	29	18	13	-28%
Other	6	10	0	3	1	-67%
Court Actions	11	13	5	5	11	120%

Tickets Issued by Parking	26,616	24,462	25,763	24,311	27,462	13%
Tickets Issued by Police	1,855	2,046	1,292	1,548	1,543	0%
Ticket Voids	2,410	2,566	2,676	2,769	3,158	14%
Meter Revenue	402,161	393,962	367,957	367,957	421,523	15%
Fine Revenue	388,221	377,251	412,934	412,934	389,239	-6%
Immobilization Warnings	171	164	36	36	94	161%
Vehicles Booted	24	14	57	57	20	-65%

**Hanover Juvenile Diversion:** In February 2009, at the recommendation of the Community Substance Abuse Advisory Committee, the police department began sending all juvenile cases directly to court and letting Judge McLeod make the determination of their disposition. Upon arrest, teenagers now go to court where their case can be handled by one of three options: Upper Valley Youth Court, Hanover Juvenile Diversion or be heard by the judge. This change was implemented to change the “entitlement” attitude that had become prevalent in the community. The hope is that this new route of standing before the court will make an impact on teenagers to see that an arrest is a serious consequence and that the opportunity of diversion or youth court is an appropriate and meaningful resolution of an arrest and not a right. The only exception to this new procedure is that juveniles (15 and under) arrested for possession of alcohol will continue to go directly through the diversion process.

In 2010, all juvenile cases went to Youth Court with the following results:

There were three (3) referrals: 2 for shoplifting and 1 for theft;

15 hours of community service imposed to include such items as producing posters for community education (shoplifting), restore harm to family by cooking, individual must pay all fees(reimburse parents), recommendations for counseling, letter of apology to school;

10 juveniles from Hanover served as jurors in 11 sessions (jurors include those who volunteer and were not necessarily charged with any offenses);

And, finally the good news, none of the Hanover cases were sent back to appear before the judge for failure to complete the requirements of Youth Court.

## **HANOVER ALCOHOL DIVERSION PROGRAM**

The Hanover Alcohol Diversion Program is an educational alternative for first time offenders who have been charged with alcohol violations are 18, 19 or 20 year of age. A person’s participation in the program is dependent on the officer’s recommendation for the individual to attend the program.

When a young adult is charged with an alcohol related violation with the recommendation to participate in Diversion, they contact the Diversion Program Coordinator to enroll in the program. The sessions are held twice a month and each individual is required to participate in a first session on a Saturday which is 6 hours long and includes a group of their peers in which they discuss their experience and discuss issues surrounding alcohol use/abuse, and other risky behavior with a License Alcohol Abuse Counselor. The participant is then required to attend the second session scheduled for the following day which is a one-on-one

half-hour session with the Counselor where they receive the results of a risk assessment that was completed during the Saturday session. The Counselor will make recommendations regarding counseling or other resources for that person based on the results of the assessment. The fee for the program is set at \$400.00 per person which covers the cost of the Counselor and other materials required for the program. For FY '11-'12 we are anticipating that we will have close to the same number of attendees as last year. The expenditure of \$18,000 (level-funded) is to cover the psychologist who runs approximately two sessions per month at \$75 per hour.

In 2010, there were 125 people offered the opportunity to participate in the program. Because the program has a set number of sessions within a year, and with the increase in the number of Diversion referrals, there are 24 people that were held over to participate in 2011. In 2010, there were 101 people that completed the program; 90 were Dartmouth Students and 11 had no affiliation with Dartmouth College.

The benefit for violators who choose to participate in Diversion versus going to Court is that they will not have a court conviction and will receive enhanced education on the effects of alcohol and other risk behaviors in the hope that they make safer choices in the future.

**Full Time Staff at Year End:** Chief Nicholas J. Giaccone, Jr.; Captain Frank Moran; Lieutenant Michael Evans; Lieutenant Patrick O'Neill; Detective Eric Bates; Sergeants: Daniel Gillis, Bradford Sargent and David Luther; Patrol Officers: Steven Read, Jeffrey Fleury, Shannon Kuehlwein, Alan Patterson, Jeffrey Ballard, Richard Paulsen, Rolf Schemmel; Matthew Ufford, Mark Butler, Ryan Kennett, Josh Lee, and Daniel Fowler, III; Administrative Assistant/Diversion Program Coordinator Elizabeth Rathburn; Records Coordinator Sheryl Tallman; Communications Coordinator E. Douglas Hackett; Dispatchers: Lisa Camarra, Randy Wagoner, David Saturley, Tim Goodwin, Fred Cummings, and Kevin Lahaye. Parking Enforcement Technicians: Mark Caruso, Christopher McEwen; Parking Secretary Adriane Coutermarsh; and Parking Control/Facility Supervisor Marisela Platt.

## **Public Works Department**

The Public Works Department is comprised of eight (8) operating divisions:

- Administration
- Buildings
- Grounds
- Highway
- Fleet Maintenance
- Sewer Line Maintenance
- Water Distribution and Treatment
- Water Reclamation

**Administration Division:** The Administration Division provides long range planning, engineering, inspections, issuing of permits, and the overseeing of the daily operations. During 2010, the Administrative Division was involved in the Municipalization process of the Hanover Water Works Company, provided reviews and site utility inspections for Planning & Zoning, as well as overseeing the improvements to the Wastewater Treatment Facility.

- The staff spent considerable time and effort in the lead up to the Special Town Meeting on the Municipalization of the Hanover Water Works infrastructure. This included a subdivision, comprehensive review of all infrastructure of the Water Works Company, research of deeds and properties to be transferred to the Town, assessment of condition, estimation of future costs of recommended improvements, and a preliminary priority plan. Staff continues to work with the Trescott Company, a land holding company formed out of the Hanover Water Works Company to ensure the water supply is protected as well as sustainable forestry practices.
- Work began after School was let out in late spring on the Streetscape modifications of Lyme Road from Reservoir Road to Dresden Road. Including a new sidewalk on the east side of Lyme Road, narrowing of travel lanes and landscaping of the eastern side. The western side was also narrowed, however, street trees were not planted in anticipation of necessary water main work necessary for the redevelopment of River Crest.
- Staff applied for and secured American Recovery and Reinvestment Act (ARRA) grant funding to replace High Pressure Sodium fixtures with LED in all Town owned lighting with an anticipated completion by summer 2011. Grant funds were also secured to install idle reduction technology in police cruisers and smaller highway trucks with completion expected in February 2011. Finally, a third grant was secured to replace the pedestrian lighting on Ledyard Bridge with a more appropriate LED fixture.
- The Sewer Use Ordinance wand rate structures were overhauled. The Sewer Use Ordinance added Industrial Pre-treatment standards to help the community remain in compliance with our National Pollution Discharge Elimination System (NPDES) Permit. The rate change included for the first time a strength related charge for users which exceed the systems design standards. The connection fees were also changed to reflect the net book value of the system and capital reserve contributions paid by existing users.
- Improvements in the waste water system continue with the upgrade to Pump Station #5 (Girl Brook) and the replacement of Aeration Blowers with ARRA loans and debt forgiveness.
- The final phase of facility work approved in 2008, which is targeted at the replacement of existing equipment, improving reliability, increasing emergency efficiency and reducing the community's carbon foot print is expected to begin construction in the spring of 2011 with a completion expected in the fall of 2013.

**Administrative Staff:** Peter Kulbacki, P.E., Director; Michael Chase, Operations Manager; Don Ware, P.E., Utility Engineer; Betsy Smith, Administrative Assistant; Terry Jillson, Utility Billing Clerk.



**Sun Dog from Robert Frost Lane before a storm**

**Buildings Division**: The Buildings Division is responsible for the maintenance, custodial services and facilities management for all Town owned buildings. These buildings include: the Municipal Building located at 41 South Main Street; the RW Black Recreation and Senior Center located at 48 Lebanon Street; the Public Safety Building (which houses both the Police and Fire Department) located at 46 and 48 Lyme Road respectively; the Howe Library located at 13 South Street; the Etna Library and the Etna Fire House located in Etna, the Water Reclamation Facility (formerly known as the Waste Water Treatment Facility) located at Pine Knolls Drive; the Summer Park Subsidized Housing Units (3 units) located at 42 Lebanon Street, the Parking Garage located off from Lebanon Street; and the Public Works Facility located on Route 120. Significant accomplishments during 2010 included:

Many upgrades and retro fits were completed in a continuous effort to reduce energy usage, and ultimately reduce its overall carbon footprint. Here is a list of the projects

- **Public Works** replaced exterior building lights and fuel canopy lights with high efficiency LED lights. Installed a motion detection control on the canopy lights to only activate them as a vehicle approaches them at night. Replaced all interior 32 watt T-8 bulbs with eco friendly 25 watt T-8 bulbs. The yearly KWh's savings is 27,882.
- **RW Black Community Center** replaced the parking lot and exterior building lights with High efficiency LED lights. Replaced all 32 watt T-8 bulbs with eco friendly 25 watt T-8 bulbs. The yearly KWh's savings is 15,101.
- **Howe Library** replaced the parking lot lights with high efficiency LED lights. Replaced 18 halogen gallery lights with LED lights.

**Buildings Division Staff:** Frank Austin, Facilities and Fleet Manager; Ross Farnsworth, Facilities Maintenance & Operations Technician; Wayne Piekarski, Head Custodian; Neal Augustyn, Custodian; Mark Curulla, Custodian.



**Clearing the roof at DPW with help of Fire and Police**

**Grounds Division:** The summer of 2010 was a challenging planting season due to the hot, dry weather. Several extensive street tree planting projects were completed. A hedge of mixed flowering and shade trees was planted along the playing field of the Richmond Middle School. This hedge will screen the neighborhood from the school, and offer a buffer for the recreation field and is in response to a petition from the residents.

A mixture of shade and flowering trees was planted along the south side of Route 10 from Dresden Road to the Co-op Community Market. This was in conjunction with a new sidewalk and street narrowing to augment the village aspect of the area.

The Woodmore Drive residents requested street trees along the north side of Curtiss Road where the new apartment fence was constructed.

New trees were planted along Hovey Lane, Conant Road, and Occom Ridge Road. The ‘even’ year elms around the Dartmouth green were treated for suppression of Dutch elm disease and also for insect resistance. Every year, a list of mature elms is treated to help preserve the stately trees’ contribution to urban forest canopy.

The Howe Library and Hanover Water Facility received new landscape plantings. The recreation fields are closely monitored to deliver good playing surfaces using organic turf maintenance in accordance with Hanover’s sustainability initiative.

Fall fertilization of new and existing trees to help counteract Hanover's salt usage, especially in the Downtown area.

**Grounds Division Staff:** William E. Desch, Urban Forester, Brian Smith, Arborist, Bob Henry Sr., Grounds Crew Leader.

**Highway Division:** The Highway Division is responsible for the infrastructure of the Town of Hanover. It is our mission to not only maintain the roads, sidewalks, parking lots and drainage systems, but to improve them as well. During the winter season the highway personnel accept the challenge of getting everybody to his or her destination safely and back again. Summer time is a very busy season making improvements to the infrastructure such as, but not limited to, pavement overlays (67 miles), upgrading of our gravel roads (33 miles), culvert & drainage upgrades, sidewalk reconstruction, special projects as assigned and ongoing right-of-way maintenance.

Accomplishments for 2009-2010 include:

- The Lyme Road streetscape project received considerable work this year. The section from the Co-op Food Store to Dresden Road was improved. This included new sidewalk, new curbing, new pavement and the addition of bike lanes.
- Shoulder stone (crushed ledge and fines) was added to sections of Goodfellow Road along with a section of Goose Pond Road. Due to the high volume of traffic on these roads, they are prone to potholes and wash boarding. By adding the shoulder stone we are able to make these roads safer and also extend the grading intervals needed on these roads.
- Over 250 catch basins were cleaned this year. This is an annual project that helps keep sediment out of our waterways.
- The road surface reclaiming program was in full swing in 2010. A section of Hanover Center Road was done in an area that was prone to extreme heaving in the winter time. The reclaiming process consists of grinding the old asphalt surface to a depth of twelve inches and adding six inches of new gravel, along with replacing all 7 culverts in this section. This gives the road a new sub-base of eighteen inches. Chloride is then applied and Town crews start grading/compacting the new sub-base. Because our grader is equipped with a computer system that controls the slope of the road, many man-hours are saved in engineering layout. A new asphalt surface consisting of a two inch base and a one inch wear course is then put down increasing the asphalt life of the road from five years to ten years.
- Our culvert location and replacement program saw the replacement of approximately six hundred feet of failed culvert.
- The shim/overlay program placed 6,777 tons of asphalt on our development roads and neighborhood streets. This should keep these streets and roads in good shape until the next cycle in 12 years.
- Town crews rebuilt the Lyme and Park Street intersection this summer. This included reconfiguring the travel ways, new curbing, new sidewalk and new traffic lights. The new traffic lights are not only LED lights but they also use one camera to



cycle the lights. This makes these lights not only energy efficient but will require less maintenance as well.

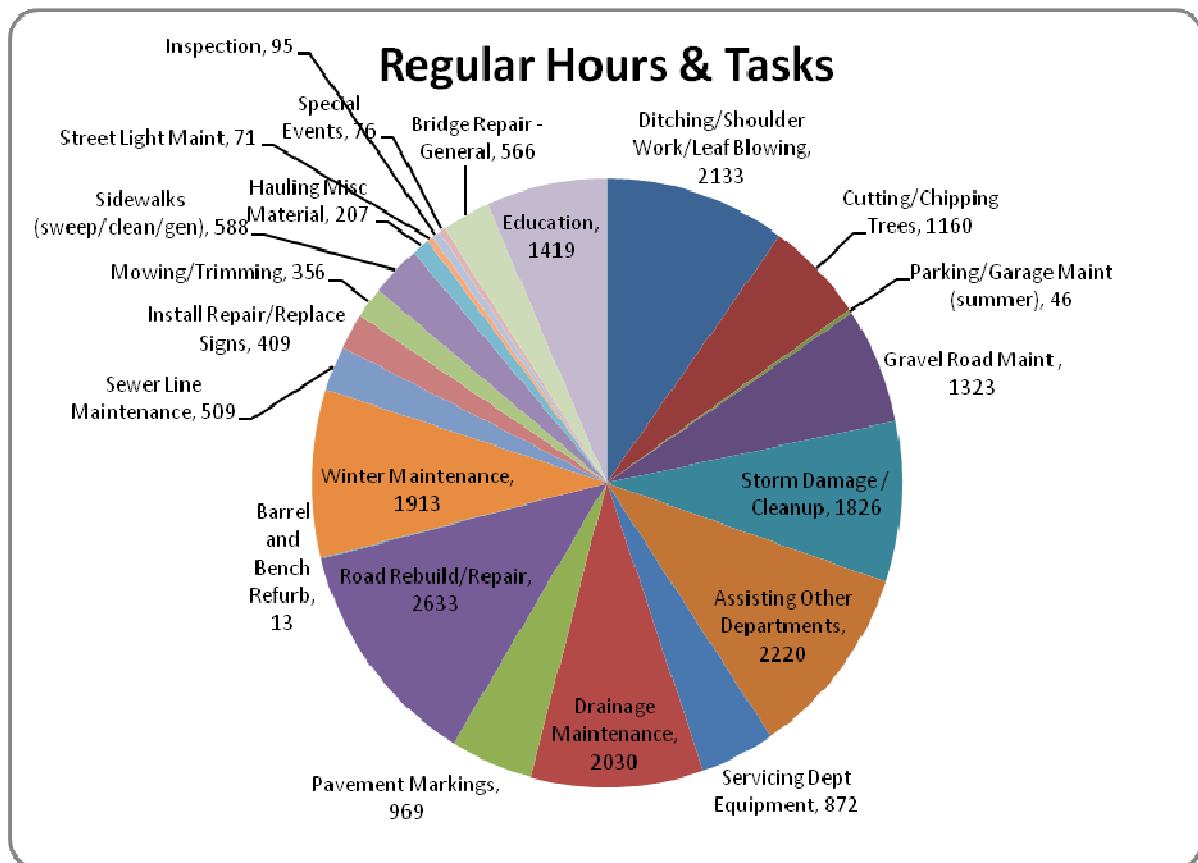
- Four Main Street light poles and fixtures were replaced this summer, continuing our streetlight replacement program.
- Town crews painted all road markings consisting of 39.5 miles of double yellow line, 75 miles of fog line, 3,984 feet of crosswalk, 79 yield symbols, 81 pedestrian symbols, 2,400 feet of stop bars and all parking areas in town.
- Blacktop aprons were paved at the dirt entrances to lower Wolfeboro Road and King Road (at Laramie Road). This will stop the development of potholes at the stop signs caused by vehicles stopping and starting. This will also make it safer for the town grader as we will no longer need to pull or back out of the intersections into oncoming traffic while grading.
- Tree trimming was completed this fall on Montview Drive and Emily Lane. This not only helps in preventing damage to town equipment but also aids in roadside mowing operations. In addition, this also allows more sunlight to hit the road surface helping in winter maintenance.
- Town crews also did a considerable amount of ditching this year. Over 6 miles of roadway received ditch maintenance. This process removes unwanted material from our ditch lines and aids in water control during rain fall and winter melting.
- Town crews painted several bike sharrows along with bike symbols on the town bike paths, helping to identify and aid in the safety of our biking community.
- We incurred considerable tree damage this year due to wind and rain storms. The damage was mainly focused on Goss Road and Tunis Road. Also several roads in Etna received damage from storms. Clean up took several weeks to complete.



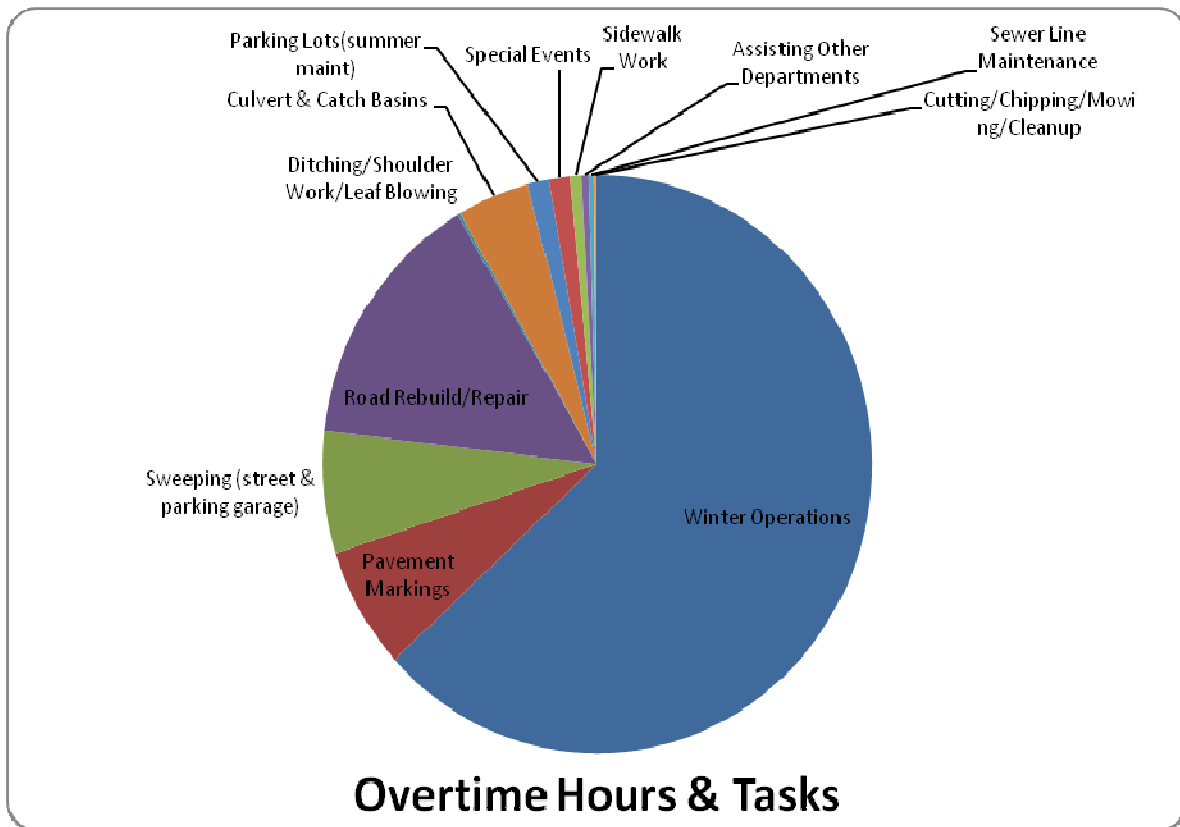
**South Street**



## Breakdown of Highway Labor Hours:



**Main Street**



**Highway Division Staff:** Randy MacDonald, Operations Supervisor; John Lahaye, Steve Perry, Chris Berry, Roger Darisse, James Messier, Robert Henry, Jr., Moses Delphia, Jack Lusona, Bruce Sanborn, James Cadwell, David Field, Larry Brown -- Equipment Operators/Highway Maintenance Workers

**Fleet Service Division:** The Fleet Service Division is responsible for maintenance of all Town vehicles, standby generators, and operational equipment and fuel systems. The Division provides regularly scheduled preventative maintenance on over 100 pieces of registered equipment and an additional 60 pieces of small equipment. In addition, our mechanics help out the Highway Division with snow removal and plowing when necessary. Significant accomplishments during this last year include:

- Through Grant funds, we facilitated the installation of Idle Right idle reduction system on vehicles throughout the Towns department, to include Public Works, Fire, Police, Water, and Water Reclamation.
- With the input from the Public Works Departments, we prepared specifications for, and took delivery of, the following equipment:
  - Backhoe Loader
  - Bucket Loader
  - Dump Truck w/Plows

**Fleet Service Division Staff:** Frank Austin, Facilities & Fleet Manager; Donald Foster, Jr., Shop Foreman; Todd Bragg, Senior Mechanic; Mark Bean, Stock Room Clerk/Mechanic's Assistant.



**Sanitary Line Maintenance & Construction Division:** The Line Maintenance crew is responsible for the safe and uninterrupted flow of wastewater from the source to the treatment facility. They maintain and improve forty-four (44) miles of the gravity sewer lines and over twelve-hundred (1,200) sewer manhole structures.

The Line Maintenance crew is also responsible for providing inspection of all new and replacement lines connecting to the existing sewer line system. This not only protects the Town of Hanover, but also ensures that the customer receives a high quality service.

- The Line Maintenance crew is responsible for the preventive maintenance of over forty-four (44) miles of collection system using a high-pressure flushing unit. Approximately sixty-five hundred (6,500) feet of sewer line are flushed on monthly bases.
- The Line Maintenance crew continued with their annual root-cutting program this year, servicing more than three-thousand (3,000) feet of line in the past year with their Root Cutting Equipment.
- The Sewer Line Division has started using some of the new trenchless technology referred to as “Slip Lining.” Slip Lining involves lining an old clay tile pipe with new PVC pipe, without digging up the road.
- This year, two-hundred and fifty (250) feet of old eight inch (8”) clay tile sewer line was slip lined with new pipe on South Street. Also slip lined was six hundred and fifty feet (650’) of eight inch (8”) clay tile pipe on Lebanon Street and two hundred and ten feet (210’) of eight inch (8”) clay tile pipe on Occom Pond Road.
- We used a different type of pipe replacement this year on Hovey Lane called Pipe Bursting so we could save a 70 year old tree. One hundred feet of old Burmoco pipe was replaced.
- Two sewer manholes where added and new pipe installed on Lebanon Street in front of the new Visual Arts Center.
- With this year’s paving program, several sewer manholes frames and covers where upgraded for overlays.

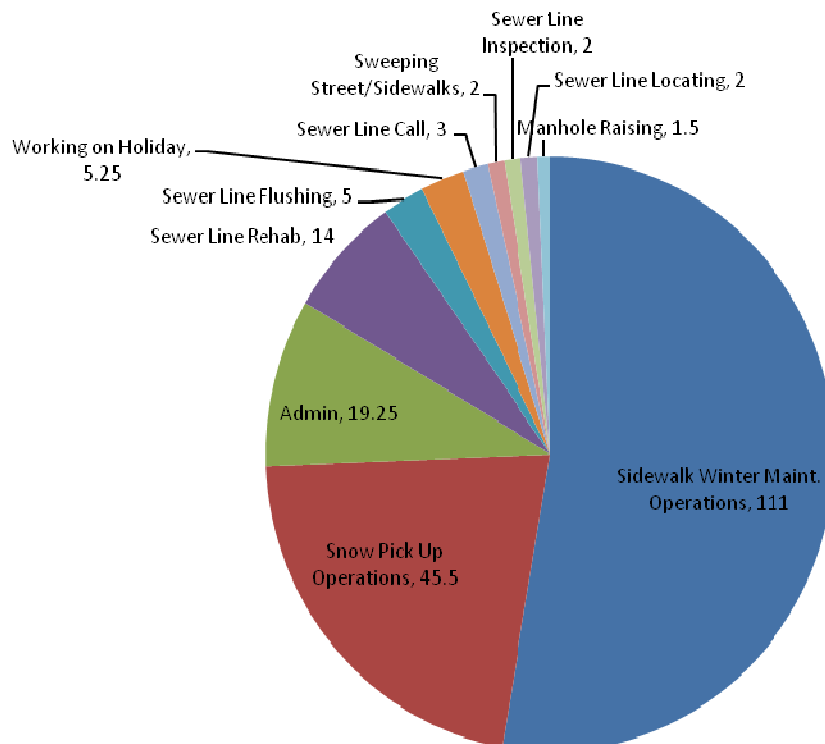
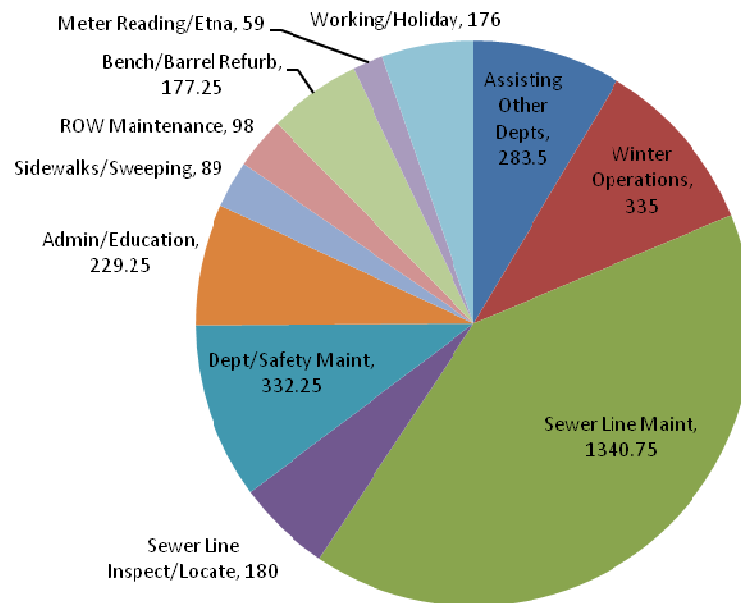
- The crew provided the mowing and maintenance of approximately five to six (5-6) miles of sewer line rights-of-way, which also doubles as nature walk paths. The crew also mows two pocket parks.
- The crew is working on re-conditioning the sidewalk benches on Main Street. Two to three benches are done each year.
- The crew is also responsible for the winter maintenance of all sidewalks. This is done with the Town's three sidewalk tractors. The sidewalk tractor used for Main Street was replaced this year, providing better service in the Downtown area.
- Chris Berry and Steve Perry, from the Highway Division, received on the job training and are now qualified to be on the emergency call list for and sewer line related issues.



**Sanitary Collection System Staff:** Lenny Bolduc, Sewer Line Maintenance Crew Supervisor; Raymond Swift, Line Maintenance Worker. In addition, during peak construction time and winter operations of sidewalks, the crew is assisted by other cross-trained DPW workers.

## Breakdown of Line Maintenance Labor Hours:

### LMC Regular Hours & Tasks



### LMC Overtime



## Water Reclamation Facility



Water Reclamation Facility Employees:

Front Row: Dennis Smith, Brandon Corey, Wastewater Superintendent Kevin MacLean, and Mark Roper,  
Back Row: Seth Bean and Richard Scheuer

**Water Reclamation Facility:** 2010 came to a close with two projects approaching completion and will be finalized in early 2011. These two projects were mentioned in last year's report as the Girl Brook {PS#5} pump station and the Aeration/Blower upgrade here at the facility. Both projects are jointly funded through the American Reinvestment and Recovery Act {ARRA}, State Aid Grants {SAG} and Capital Improvement {Local} funding. The main focus of these projects was to reduce energy consumption and improve reliability and performance. It is anticipated that the improved designs of the aeration diffusers and "turbo blowers" will realize a minimum of 30% reduction in energy and will realize a payback on investment within 5 years.

The pending "Facility Upgrade" project is currently under final design review and comment by the New Hampshire Department of Environmental Services {NHDES} and went out to bid in mid-February of 2011. Town staff and Underwood Engineers Inc. {UEI} have gone through a contractor pre-qualification process to ensure that the project will be awarded to an entity that has successfully and effectively managed comparable projects of this scope. This project will entail anaerobic digester rehabilitation, influent screen installation, solids handling equipment replacement, pump replacement, partial electrical service upgrades, Supervisory Control and Data Acquisition {SCADA} improvements and partial HVAC improvements. The primary goal of this project is to replace outdated and inefficient equipment in order to ensure reliable operation, permit compliance and enhance energy efficiencies. The digester work will allow the utilization of the methane gas generated from that process to be used as a fuel source to heat the digester and further reduce the dependency of fuel oil.

That project scope is not intended or designed to increase treatment capacity or achieve higher levels of pollutant reduction.

Wastewater treatment facilities are jointly permitted by the Environmental Protection Agency {EPA} and NHDES. This facility is currently in a renewal cycle and is bracing for some significant changes in the permit status. While both regulatory entities are hesitant to

fully disclose what the exact changes will be, it is anticipated that the monitoring, reporting and optimization for the treatment of nitrogen {N} will be a key component. Looming right behind the nitrogen reduction mandate is reported to be phosphorous {P} removal. Dependent on the levels established by the regulatory community, this will require another substantial upgrade to this facility as well as increasing its' complexity to operate and maintain

General statistics for 2010 include:

- Treatment of approximately 485 million gallons of raw wastewater to secondary treatment levels. This is a decrease of approximately 32 million gallons or 6% from 2009 levels. The decrease is attributed to water conservation measures within the system and economical uncertainties hindering construction projects. This is the **second** year in a row with such a percentage drop.
- In perspective, the Water Reclamation Facility was sent 295,535 pounds of Total Settleable Solids {TSS} and 317,542 pounds of Biochemical Oxygen Demand {BOD}-*these are measureable parameters established in our permit.* Of these loading measurements, we removed **98%** of the TSS and **98%** of the BOD from the wastewater last year. *Our permit mandates that we achieve a minimum of 85%.* These figures represent a 1% reduction in TSS loadings and an increase of 3% loading for BOD. **The irony of these relationships is that this facility is funded through sewer rates which are based on water usage. So as it indicates, the amount of water used is being reduced {aka our funding \$}, but the strength at which we still have to treat is actually increasing. This trending puts an extreme burden on the facility to remain solvent.**
- Production of approximately 1,511 wet tons {2,302 y<sup>3</sup>} of bio-solids, all of which were composted in Unity, Maine for beneficial reuse. This represents a decrease of approximately 9% from 2009. This decrease can be attributed to the ongoing optimization of plant processes and the attention of operators to their duties. **In February of 2011, Hanover began diverting its biosolids to the Lebanon landfill to be composted onsite and used as a soil amendment for topsoil vegetative growth and slope stabilization. This move will significantly reduce costs, greenhouse gas emissions {carbon footprint} and promote sustainability among the neighboring municipalities.**
- Continued Sludge Quality Certification renewal with NHDES. *This program quantifies the quality of the dewatered residuals from this facility to be safely managed through all available options.*
- This past year resulted in over 30 tours conducted for private, academic, and public groups.
- Staff has also worked with several undergraduate groups from Dartmouth College on wastewater related projects involving energy production and sustainable operations.
- The Industrial Pretreatment Program {IPP} is in place and has issued permits in the following categories: **Class 1 users** – 3 of 3 sites in Hanover have been permitted, **Class 2 users** – 8 of 8 sites have been permitted and **Class 3 users** – 14 of 14 sites have been permitted. This shows a permitted status of 100% for Class 1, 2, and 3 IU's currently discharging non domestic wastewater. New for 2010 there were 10 of 57 food establishments permitted for food establishment wastewater discharges. IPP Coordinator – Mark Roper has been diligently pursuing this task as well as conducting

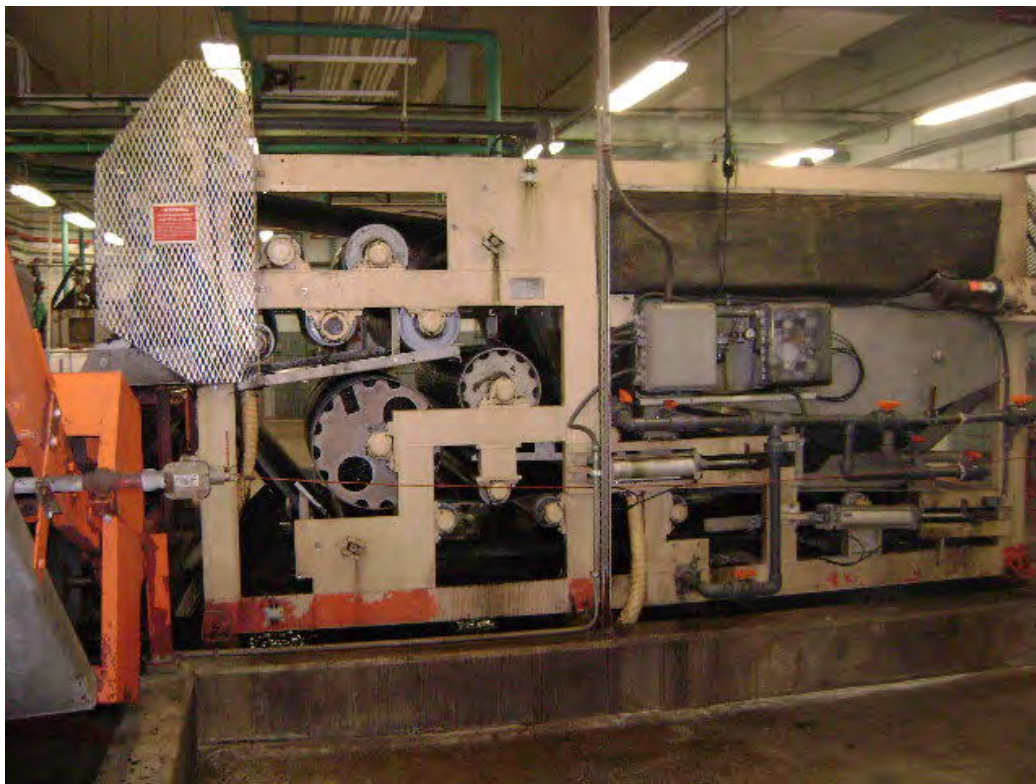
sampling and inspection events to determine the characteristics of the wastewater that enters this facility to be treated and the compliance status of IU's with the Town of Hanover, SUO.

- Receipt and treatment of approximately 173,095 gallons of septage from private septic systems. This denotes a decrease of approximately {2%} from 2009. *The continuing decline in this area further exacerbates the ability of the Sewer Fund to cover expenses.*
- In December of 2010 the WRF hosted the New Hampshire Water Pollution Control Association's {NHWPCA} winter meeting. This is one of the association's larger events and was well attended by wastewater professionals, regulatory representatives and engineering firms. Tours of the facility were conducted for over 80 individuals that day. Hanover remains committed to promoting the wastewater industry as well as our staff.

**Treatment Division Staff:** Kevin MacLean - Superintendent; Mark Roper -IPP Coordinator; Dennis Smith - Maintenance Technician, Seth Bean and Richard Scheuer, Treatment Technicians, Brandon Corey - Treatment Technician Assistant.

Thanks to all for their dedication, support and hard work.

Sincerely,  
*Kevin MacLean - Superintendent*



**Belt Filter Press Scheduled for Replacement**



**Hanover Water Department (HWD):** The HWD is responsible for the treatment and distribution of the public potable water used and consumed in the Town of Hanover. The distribution system consists of approximately 40 miles of distribution mains, 315 fire hydrants, over 1,000 gate valves and more than 1,800 services. The HWD treatment facility processed +/- 346 Million Gallons (MG) for the year or +/- 0.95 Million Gallons per day (MGD) to meet the consumption, fire, sanitary and other miscellaneous needs of the Town.

2010 was a major mark in time for the HWD. For the preceding 117 years the Hanover Water Works was a privately owned company directed by a Board of Directors consisting of representatives from the two shareholders, Dartmouth College and the Town of Hanover. The administration of the private company was governed by the rules and regulations of the Public Utilities Commission of the State of New Hampshire. On July 1, 2010 the HWWCo was transferred to the Town of Hanover Public Works Department, was renamed the Hanover Water Department and became another extension of the municipality. Land outside of the two lower reservoirs remained with the reorganized landholding Trescott Company, whose main purpose to ensure drinking water protection and perform sustainable forestry.

The William E. Boyle Water Treatment Facility processed +/- 346 MG of water with only 3 total coliform “hits” for the year. These “hits” were directly tied to unusual circumstances that happened within the distribution system. Two incidents were related to an excess use of water in the Greensboro Pressure Zone and the third was related to construction occurring in the Thayer Dining Hall area. Mitigating measures were taken right away and re – sampling indicated no further problems.

The staff recognized that the rules and regulations, policies and standards and fee and rate structures of the HWWCo are outdated and an ongoing effort was put in place to update these documents. An updated rate and fee structure, as adopted by the Board of Selectmen. It is anticipated this move to a municipal form of ownership will allow the HWD and staff to perform major repairs and upgrades to the system which in the past have not been financially feasible.

Last year the HWD repaired 3 main and 9 service line breaks. This was an unusually light year with so few breaks due to the warmer than historic winter. A more typical year will have up to 10 main breaks and 12 – 15 service lines requiring repair or thawing.

Each year the staff is required to exercise all gate valves in the system. This takes approximately 240 man hours. In addition the HWD flushes the distribution system twice per year with a man hour demand of +/- 60 per man for a three man crew. As part of the preventative maintenance and upgrade schedule, 4 hydrants were replaced last year, 20 service line curb stop boxes were repaired or raised. The HWD is still responsible for the upkeep of the reservoir dams and surrounding areas. These areas need to be mown at least once per year. Last year this was accomplished in two weeks with the use of two tractors and a walk behind mowing machine. Rights-of-way also need to be cleared and mown each year.

Todd Cartier was hired in August as a distribution worker. Todd comes to us from New London where he was the superintendent for the groundwater well system. He has proven to be very knowledgeable, a dependable worker and a very welcome addition to our staff.

Being a part of the municipality opens many new possibilities for the HWD to better serve our customers through the use of technology that helps to produce a safer product in a more efficient manner. The staff continues to expand their knowledge of water treatment, distribution and safety through continuing education classes. The goal is to be able to continue to provide the customers in the Town of Hanover with high quality water at a reasonable price.



**Water Treatment Facility Pipe Gallery**

**Hanover Water Department Staff:** John F. Dumas - Superintendent, Distribution Workers - Matthew Walker, Bernie Hazlett, Todd Cartier



**Mike & his friends...**

## **Supervisors of the Checklist**

**Duties of the Supervisors:** The Supervisors of the Checklist are elected and given the responsibility of registering the voters of Hanover and maintaining the checklist that is used at all elections. They serve in that capacity for the Town of Hanover, the Hanover School District and the Hanover voters in the Dresden School District.

**Elections:** In 2010, there were four elections during which the Supervisors were present as directed by New Hampshire Law. For the Hanover and Dresden school vote in March, 1,216 registered voters cast a ballot. The number of registered voters for the Hanover Town Meeting and the Hanover and Dresden school revote in May was 9,479 with 1,919 voting. During the State Primary in September, 1,538 persons voted and for the General Election, which took place in November, 4,467 registered voters cast ballots.

The Supervisors appreciate the assistance of a number of volunteers who have helped us at several elections during the year.

## **Voter Registration**

Every resident of Hanover who has a fixed and permanent domicile in the town, who is a citizen of the United States, and who is 18 years of age may register to vote in the town. A resident is someone who has a domicile in the town on a continuing basis for a significant portion of each year. A person can have only one domicile for the purpose of voting.

**Voter Registration Form:** Information that must be provided includes name, address (mailing and legal residence), place and date of birth and proof of citizenship. Filling out the voter registration form and signing it involves a solemn oath that the information is true.

**Party Affiliation:** No one is required to list a party affiliation, but in New Hampshire one may register as a Democrat or Republican. Listing oneself as undeclared means that one has no party preference; there is no “Independent” party. In primary elections an undeclared voter may request any party’s ballot at the polls and will be listed on the checklist in the future as affiliated with that party. A voter who wishes to return to undeclared status after voting may do so at the place of polling by filling out a card and giving it to a Supervisor of the Checklist; however, change of party affiliation from one party to another may be done no sooner than the day after election.

**Rights and Responsibilities:** If the qualifications to vote are met, the Supervisors of the Checklist will add the applicant to the voter checklist. As a registered voter of Hanover, New Hampshire, one has the right to vote at any meeting or election held within the town. One also shares in all the responsibilities of being a citizen of the Town and State.

**Where to Register:** Individuals may register to vote at the Town Office on Main Street with office hours Monday - Friday from 8:30 a.m. to 4:30 p.m. Applications may be made at any time of the year (except 10 days prior to any election). There are also special registration sessions conducted by the Supervisors of the Checklist on Saturday mornings

and evening hours on certain dates just prior to an election. These dates are published in the *Valley News* and posted on the bulletin board at the door of the Town Office. You may also register at the Polls on Election Days with proper proof of ID and proof of residence.

## **Town Clerk and Tax Collector**

Our office is open Monday through Friday, 8:30 a.m. to 4:30 p.m. We're here to help with a wide variety of services, including processing motor vehicle registrations, issuing certified copies of vital records, dog licenses, vendor permits and collecting property/yard/land use change taxes and sewer payments, to name a few. Our staff is dedicated to provide helpful, efficient and friendly customer service---our citizens deserve nothing less!

## **Vital Records**

This office is tasked with providing customers with vital record certificates. The town is a part of the New Hampshire Vital Records Information Network (NHVRIN), a statewide database developed and maintained by the Secretary of State's Division of Vital Records Administration. This system allows us to produce copies of birth, marriage, divorce, and death certificates for events occurring in any New Hampshire municipality. The following records are available through our office:

- Birth Records: 1987 - present
- Death Records: 1990 - present
- Marriage Records: 1989 - present
- Divorce Records: 1990 to within 6 months from the present date
- In addition to the State-wide data base, we have records that go back to the 1800's for events that occurred in Hanover.

New Hampshire vital records are considered to be private, and access to them is restricted by statute to those individuals who have a "direct and tangible interest" in the record. Certain older records are exempt from these access restrictions. Birth records older than 100 years, and deaths, marriages and divorce records older than 50 years are available to the general public.



**“Bullet” often visits Town Hall with his owner Sam Westelman**

## **Dog License Information**

You must provide proof of current rabies and proof of neutering or spaying. License your dog(s) by May 31 to avoid \$1.00 per month late charges.

License Fees: Male or Female	\$ 9.00
Altered Male or Female; Puppies	6.50
Senior Citizen Owner	2.00 (for 1 <sup>st</sup> dog only)

If you are a dog owner, you will receive a reminder in the mail that your dog(s) need(s) to be licensed.

Town of Hanover  
Tax Collector's Report  
Fiscal Year Ended June 30, 2010

	2010 Tax Year	2009 Tax Year
<b>Uncollected Taxes, July 1, 2009</b>		
Property Taxes	\$ -	\$ 5,748,952
Yield Taxes	-	
Sewer Charges	-	37,778
Utility Credit Bal	-	-
Property Tax Credit Bal	(102)	(28,289)
<b>Taxes Committed, Fiscal Year 2010</b>		
Property Taxes	16,958,347	17,459,771
Land Use Change Taxes	-	100
Yield Taxes	4,834	107
Sewer Charges	1,939,184	-
<b>Overpayments</b>	50,189	9,918
<b>Interest on Delinquent Taxes</b>	1,453	52,120
<b>Interest on Delinquent Sewer</b>		
<b>TOTALS</b>	<u>\$ 18,953,904</u>	<u>\$ 23,280,457</u>
<b>Collections During Fiscal Year 2010</b>		
Property Taxes	\$ 11,458,960	\$ 23,065,676
Land Use Change Taxes	-	100
Yield Taxes	4,834	107
Sewer Charges	1,925,816	34,706
Liens Executed (Principal Only)	-	123,038
Property Tax Abatements		3,269
Other Tax Abatements	-	-
Sewer Charge Abatements	1,064	1,441
Interest	1,453	52,120
<b>Uncollected Taxes, June 30, 2010</b>		
Property Taxes	5,559,205	-
Yield Taxes	-	-
Sewer Charges	32,109	-
Utility Credits on Account	-	-
Property Tax Credits on Account	(29,537)	-
<b>TOTALS</b>	<u>\$ 18,953,904</u>	<u>\$ 23,280,457</u>

Town of Hanover  
Tax Collector's Report  
Summary of Tax Lien Accounts  
Fiscal Year Ended June 30, 2010

	2009 Tax Year	2008 Tax Year	Prior Years
Unredeemed Liens July 1, 2009	\$ -	70,924.62	12,610.95
Liens Executed in Fiscal Year 2010 (includes interest and fees)	131,019.31	-	-
Abatements of Unredeemed Liens	742.40	6,293.34	4,381.32
Property Deeded to Town During FY2010	-	-	-
Collections During Fiscal Year 2010	-	-	-
Unredeemed Liens June 30, 2010	<u>131,761.71</u>	<u>77,217.96</u>	<u>16,992.27</u>

2010 - Ten Largest Taxpayers

Trustees of Dartmouth College	\$ 5,333,903
Kendal at Hanover	\$ 1,142,146
South Street Downtown Holdings, Inc.	\$ 344,728
Hanover Water Works Company	\$ 258,927
Hypertherm Inc.	\$ 217,226
Bayne Stevenson	\$ 199,588
Seven Lebanon Street, Inc.	\$ 192,310
Dorothy M. Byrne	\$ 191,269
The Sheridan Group, Inc.	\$ 169,605
Granite State Electric Company	\$ 158,957

**REPORT OF THE TOWN CLERK  
for Fiscal Year Ending June 30, 2010**

**ISSUE OF DOG LICENSES:**

867 Dog Licenses	\$ 3,674
Payments due State on Dog Licenses	500
Payments due State on Pet Overpopulation Fund	1,772
<b>PAYMENTS TO TREASURER</b>	<b>\$ 5,946</b>

**AUTO REGISTRATIONS:**

7,576 Auto Permits Issued	\$ 1,156,334
Title Fees	2,618
Municipal Agent Fees	22,107
Municipal Transportation Improvement Fund	34,625
Mail-In Fees	2,788
<b>PAYMENTS TO TREASURER</b>	<b>\$ 1,218,472</b>

**ALL OTHER FEES:**

Vendor Permits	\$ 1,950
Town Clerk Fees	10,289
Dog Fines	575
Landfill Tickets	21,345
Extra Recycling Bins	1,554
Miscellaneous Fees (Copying, etc.)	2,348
Notary Fees	720
Payments due State on Certified Copies & Marriage Licenses	14,133
<b>PAYMENTS TO TREASURER</b>	<b>\$ 52,914</b>

**TOTAL RECEIPTS REMITTED TO TREASURER**

<b>\$ 1,277,331</b>
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## **Vehicle Registration Information**

Vehicle owners must begin the registration of their vehicles at the Town Clerk's office. To re-register, owners may use the mail-in procedure or come into the Municipal Office. Renewals, decals, transfers and plates are available. You save \$1.00 mail-in fee per vehicle by coming into Town Hall rather than mailing in your renewal, \$3.00 more if you choose to complete the final state portion of your registration at the sub-station in Claremont.

You can now renew your vehicles online by going to [www.HanoverNH.org](http://www.HanoverNH.org) and clicking on the E-REG icon, have your bank routing and account number, and follow the instructions. There is a \$1.50 per vehicle fee and a one-time transaction fee of 35 cents.

## **Dredge and Fill Applications**

Those operating in or near wetlands or waterways shall file a Dredge and Fill application at the Town Clerk's office before beginning work (RSA 483-A). Fines may be assessed for non-compliance.

## **Other Services**

Vendor permits are available at the Town Clerk's office. We provide notary services at no charge for Hanover residents; there is a \$5.00 fee per signature for nonresidents. Certified copies of vital records are available for a \$15.00 fee for the first copy, with a \$10.00 fee for additional copies requested at the same time (must request in person or in writing with adequate information and authorization). The trail map of Hanover is available for \$4.00. Landfill tickets are also purchased through our office; they are sold in a punch card of 10 punches for 15.00. Each punch is equal to approximately 29 lbs. Recycling bins are available at \$7.00 each.

**Notes...**

# **Chapter 4**

# **Board and Committee Reports**

## Town Of Hanover Boards and Committees

### **Advanced Transit Board** – Appointed by Board of Selectmen

William R. Baschnagel, 65 Trescott Rd., Etna	H-643-2972	1/2014
Carolyn Radisch, 7 Sargent St., Hanover	H-643-9053	1/2013

### **Advisory Board of Assessors** – 3 year Term – Nominated at Town Meeting by Majority Vote

Richard W. Birnie, PO Box 14, Etna	W-646-2666	5/2012
Judson (Jay) Pierson, 31 Partridge Rd., Etna	H-643-3279	5/2013
Joe Roberto, PO Box 155, Etna	H-643-2634	5/2011
Katherine S. Connolly, 2 Pleasant St., Hanover	H-643-3822	Selectboard Rep.
Brian F. Walsh, 52 Berrill Farms Ln., Hanover	H-643-8296	Selectboard Rep. Alt.

### **Affordable Housing Commission** – 3 year term - Appointed by the Board of Selectmen

Bruce Altobelli, 123 Trescott Rd., Etna	H-643-5006	9/2012
Chip Brown, 3 Gates Rd., Etna	H-640-6181	9/2013
Donald Derrick, 4 Carter St., Hanover	H-643-3256	9/2012
Karen Geiling, 19 Hollenbeck Ln., Hanover	H-643-8430	9/2013
Paul Olsen, Dartmouth College	W-646-2446	9/2011
James Reynolds, 12 Storrs Rd., Hanover	H-643-1238	9/2013
Chr Andrew Winter, 11 Buell St., Hanover	H-643-2911	9/2011
Len Cadwallader, 23 Rip Rd., Hanover	H-643-1343	9/2013 Alt.
Joan Collison, 7 Pleasant St., Hanover	H-643-5748	9/2012 Alt.
Vacancy	W-643-----	9/2009
Judith A. Doherty, 97 Greensboro Rd., Hanover	H-643-4071	Selectboard Liaison

### **Bike/Pedestrian Committee** – Appointed by Board of Selectmen

Tim Cox, 106 South Main St., Hanover	643-0012	<a href="mailto:tpac@dartmouth.edu">tpac@dartmouth.edu</a>
Doug Deaett, 1 Bridgman Rd., Hanover	643-6524	<a href="mailto:DougDeaett@gmail.com">DougDeaett@gmail.com</a>
Chr Scot Drysdale, 8 Mink Drive, Hanover	643-3989	<a href="mailto:Scot@cs.dartmouth.edu">Scot@cs.dartmouth.edu</a>
Roger Lohr, 11 Mulherrin Farm Rd., Hanover	643-0920	<a href="mailto:Lohr21@verizon.net">Lohr21@verizon.net</a>
Matthew Marshall, P.O. Box 4, Etna		
Hugh Mellert, 11 Old Lyme Rd., Hanover	643-7778	
Bob Norman, 12 Berrill Farms Ln., Hanover		
Charlie Sullivan, Ex Officio, 13 Gilson Rd., West Lebanon	643-3477	<a href="mailto:Chrs@dartmouth.edu">Chrs@dartmouth.edu</a>
Carol Perera Weingeist, 38 Valley Rd. Ext., Hanover	643-6850	<a href="mailto:cpereraw@verizon.net">cpereraw@verizon.net</a>
Joanna Whitcomb, 16 Reservoir Rd., Hanover		
Bill Young, 22 Rope Ferry Rd., Hanover	643-2224	<a href="mailto:William.Young@dartmouth.edu">William.Young@dartmouth.edu</a>
Athos J. Rassias, 14 Carriage Ln., Hanover	H-643-4602	Selectboard Liaison

### **Board of Selectmen** – 3 year Term – Ballot Vote

Peter L. Christie, PO Box 2, Etna	H-448-1737	5/2011
Sec. Judith A. Doherty, 97 Greensboro Rd., Hanover	H-643-4071	5/2012
VChr. Katherine S. Connolly, 2 Pleasant St., Hanover	H-643-3822	5/2012
Athos J. Rassias, 14 Carriage Ln., Hanover	H-643-4602	5/2013
Chr Brian F. Walsh, 52 Berrill Farms Ln., Hanover	H-643-8296	5/2011

### **Building Code Advisory Board** – 3 year Term – Appointed by Board of Selectmen

Randy T. Mudge, 13 Dartmouth College Hwy., Lyme	W-795-4831	9/2013
Bruce R. Williamson, Box 193, Etna	H-643-4648	9/2013
Jack Wilson, 2 Chase Rd., Hanover	H-643-4046	9/2013

**Chamber of Commerce**

Brian F. Walsh, 52 Berrill Farms Ln., Hanover	H-643-8296	Selectboard Rep.
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**Conservation Commission – 3 year term – Appointed by Board of Selectmen**

Ruth Bleyler, 43 Berrill Farms Ln., Hanover	H-643-4388	9/2013
Chr. Ed Chamberlain, 20 Wolfeboro Rd., Etna	H-643-4150	9/2013
Douglas McIlroy, 1 Hayfield Rd., Etna	H-643-5844	9/2012
Anne Morris, PO Box 296, Etna	H-643-0172	9/2011
Judith Reeve, 14 N. Balch St., Hanover	H-643-3996	9/2011
Ray Hogue, 1 Wardrobe Rd., Hanover	H-643-8990	9/2011
John M. Trummel, 21 Partridge Rd., Etna	H-643-6993	9/2014 Alt.
Vacancy	H-643-----	9/2008 Alt.
Vacancy	H-643-----	9/2010 Alt.
Athos J. Rassias, 14 Carriage Ln., Hanover	H-643-4602	Selectboard Rep.
Michael Mayor, 147 Three Mile Rd., Etna	H-643-3421	9/2011 Plan. Bd. Rep.

**Etna Library Board of Trustees – 3 year term – Ballot Vote**

Elizabeth Storrs, 9 Ruddsboro Rd., Etna	H-643-4324	5/2013
Jean Keene, 1 Woods End Rd., Etna	H-643-2899	5/2011
Rhonda N. S. Siegel, 113 Blueberry Hill, Hanover	H-448-6988	5/2012

**Friendship/Sister Cities Advisory Committee**

Katherine S. Connolly, 2 Pleasant St., Hanover	H-643-3822	Selectboard Rep.
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**Hanover Finance Committee – 3 year term – Appointed by Town Moderator & Hanover School District Moderator**

Tom Blinkhorn, 6 Meadow Ln., Hanover	H-643-9863	9/2011
VChr. Kristi Fenner, 8 Carriage Ln., Hanover	H-643-1251	9/2012
Chr. William F. Garrity, 112 King Rd., Etna	H-643-1784	5/2012
Michael Gerling, 16 Chandler Rd., Etna	H-643-4339	9/2012
Vacancy	H-643-????	9/2010
Kevin Cotter	H-643-0343	School Rep.
Peter L. Christie, PO Box 2, Etna	H-448-1737	Selectboard Rep.
Athos J. Rassias, 14 Carriage Ln., Hanover	H-643-4602	Selectboard Rep. Alt.

**Hanover Improvement Society**

Brian F. Walsh, 52 Berrill Farms Ln., Hanover	H-643-8296	Selectboard Rep.
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**Howe Library Board of Trustees – 3 year term – Elected by Howe Corporation at Annual Meeting**

Jan Assmus, 2 Conant Rd., Hanover	H-643-3644	2014
Mark Beliveau, 26 Maple St., Hanover	H-643-5030	2014
Tom Blinkhorn, 6 Meadow Ln., Hanover	H-643-9863	2014
Joan Collison, 7 Pleasant St., Hanover	H-643-5748	2011
Jayne Costello, 18 King Hill Rd., Etna	H-643-6877	2014
Arthur Gardiner, 8 Sargent St., Hanover	H-643-8342	2014
Sec. William Ghezzi, 67 Lebanon St., Hanover	H-643-0447	2011
Jane Kitchel McLaughlin, 12 Downing Rd., Hanover	H-643-2948	2014
VChr. Toni LaMonica, 14 Mitchell Ln., Hanover	H-643-3628	2011
Chr. Steven Lubrano, 30 Goodfellow Rd., Etna	H-643-1213	2011
Ann Malenka, 12 Morgan Rd., Etna	H-643-4137	2012
Treas. Jay Pierson, 31 Partridge Rd., Etna	H-643-3279	2012
Mary Proom, 13 Rip Rd., Hanover	H-643-5343	2011
Bill Thomas, 28 Maple St., Hanover	H-643-8929	2012
Judith A. Doherty, 97 Greensboro Rd., Hanover	H-643-4071	Selectboard Rep.
Kate Connolly, 2 Pleasant St., Hanover	H-643-3822	Selectboard Rep. Alt.
Mary White, Director of Howe Library	W-640-3251	Ex-Officio

**Parking and Transportation Board – 3 year term – Appointed by Board of Selectmen**

CoChr Bill Barr, 1 Rope Ferry Rd., Hanover	W-646-3396	9/2011 (College Rep.)
Richard Brannen, 3 Quail Drive, Etna	H-643-3187	9/2011
Mark Knight, 22 South Main St., Hanover	H-643-4112	9/2013
Matt Marshall, Two Mile Rd., Etna	H-643-9321	9/2013
Janet Rebman, Box 5105, Hanover	W-643-3115	9/2013 (Chamber Rep.)
Vacancy	H-643-----	9/2006
Vacancy		Planning Board Rep.
William R. Baschnagel, 65 Trescott Rd., Etna	W-643-2972	Community Rep.
Jonathan Edwards, Planning/Zoning Director	W-640-3212	
Julia N. Griffin, Town Manager	W-640-3211	
Patrick O'Neill, Parking Division	W-640-3219	
UVLSRPC	448-1680	
Nick Giaccone, Police Chief	W-640-3323	
Peter Kulbacki, Public Works Director	W-643-3327	

**Parks and Recreation Board – 3 year term – Appointed by Board of Selectmen**

Kathy Boghosian, 9 Pine Drive, Hanover	H-643-4344	9/2012
Clare Brauch, 7 Woodmore Drive, Hanover	H-643-1800	9/2012
Chr. Jeff Graham, 594 Hanover Center Rd., Hanover	H-643-3386	9/2013
Dean Lacy, 13 Pine Drive, Hanover	H-643-9245	9/2013
Tom Lyons, 51 East Wheelock St., Hanover	H-653-8115	9/2013
David Parsons, 100 Three Mile Rd., Hanover	H-653-0080	9/2011
Jay Rozzi, 33 Carriage Ln., Hanover	H-643-3601	9/2011
Brian F. Walsh, 52 Berrill Farms Ln., Hanover	H-643-8296	Selectboard Rep.

**Planning Board – 3 year term – Appointed by Board of Selectmen**

VChr. William Dietrich, PO Box 9, Etna	H-643-3776	9/2013
Chr. Judith Esmay, 7 Read Rd., Hanover	H-643-9085	9/2013
Charles Faulkner, 9 Buell St., Hanover	H-643-3132	9/2011
Joan Garipay, 4 Ledge Rd., Hanover	H-643-4617	9/2012
James Hornig, 80 Lyme Rd., #159, Hanover	H-643-3766	9/2011
Michael Mayor, 147 Three Mile Rd., Hanover	H-643-3421	9/2011
Vacancy., Hanover	H-643-	9/2010
Michael Hingston, PO Box 344, Etna	H-643-2843	9/2013 Alt.
Iain Sim, 10 Dairy Ln., Hanover	H-643-8711	9/2012 Alt.
Vacancy, Hanover	H-643-????	9/2009 Alt.
Kate Connolly, 2 Pleasant St., Hanover	H-643-3822	Selectboard Rep.
Peter L. Christie, PO Box 2, Etna	H-448-1737	Selectboard Rep. 1 <sup>st</sup> Alt.

**Senior Citizen Advisory Committee – 3 year term – Appointed by Board of Selectmen**

Chr. Chrysanthi Bien, 80 Lyme Rd., #171, Hanover	H-643-5524	9/2012
Marilyn Blodgett, A-2 Summer Park, Hanover	H-643-1245	9/2011
Constance Carr, 39 Gibson Rd., Hanover	H-643-3518	9/2012
Maureen Hall, 80 Lyme Rd., #412, Hanover	H-643-4215	9/2011
Sue Matless, 8 Reservoir Rd., Hanover	H-643-5391	9/2013
Lee Monaco, A-8 Summer Park, Hanover	H-643-0089	9/2013
Shirley Montgomery, 46 River Rd., Hanover	H-643-2937	9/2011
Nancy C. Pierce, 259 Dogford Rd., Etna	H-643-9311	9/2011
Anah Pytte, PO Box 569, Etna	H-643-3044	9/2012
Vacancy	H-643-????	9/2010
Vacancy	H-643-????	9/2010
Vacancy	H-643-????	9/2010

Vacancy	H-643-????	9/2009
Vacancy	H-643-????	9/2008
Katherine S. Connolly, 2 Pleasant St., Hanover	H-643-3822	Selectboard Rep.
Gail Schaal, 42 Lebanon St., Hanover	W-643-5531	Senior Center Coordinator

**Supervisors of the Checklist – 6 year term – Ballot Vote**

Elaine Hawthorne, PO Box 483, Hanover	H-643-2988	5/2014
Arlene Mahler, PO Box 483, Hanover	H-643-3252	5/2012
Linda McWilliams, PO Box 483, Hanover	H-643-6565	5/2016

**Sustainable Hanover Committee – 3 year term – Appointed by Board of Selectmen**

Marilyn “Willy” Black, 2 Dayton Drive, Hanover	H-643-8622	9/2011
MaryAnn Cadwallader, 23 Rip Rd., Hanover	H-643-1343	9/2011
Chris Kennedy, 9 Kingsford Rd., Hanover	H-643-6252	9/2012
Larry Litten, 40 School St., Hanover	H-643-1859	9/2012
Chr. Lyn Swett Miller, 22 Rip Rd., Hanover	H-643-8764	9/2013
Marjorie Rogalski, 48 Rennie Rd., Hanover	H-795-2037	9/2013
Chris Soderquist, 11 Sargent St., Hanover	H-653-0228	9/2013
Vacancy,	H-643-????	9/2010
Emily Neumann, Sustainable Hanover Steering Committee Rep.		9/2012
Brian F. Walsh, 52 Berrill Farms Ln., Hanover	H-643-8296	Selectboard Rep.
Peter Kulbacki, PO Box 483, Hanover	W-643-3327	Director of Public Works
Betsy Smith, PO Box 483, Hanover	W-643-3327	Public Works Rep.

**Trustees of Trust Funds – 3 year term – Ballot Vote**

Brian Doyle, 16 Downing Rd., Hanover	H-643-7147	5/2013
Chr. Paul Gardent, 8 Woodcock Ln., Etna	H-643-2790	5/2011
Judson (Jay) Pierson, 31 Partridge Rd., Etna	H-643-3279	5/2012

**Upper Valley - Lake Sunapee Council Representatives**

Vacancy	W-643-----	9/2009
William Dietrich, PO Box 9, Etna	H-643-3776	
Katherine S. Connolly, 2 Pleasant St., Hanover	H-643-3822	Selectboard Rep.

**Zoning Board of Adjustment – 3 year term – Appointed by Board of Selectmen**

Gert Assmus, 2 Conant Rd., Hanover	H-643-3644	9/2013
VChr William Dietrich, PO Box 9, Etna	H-643-3776	9/2013
Chr. Arthur Gardiner, 8 Sargent St., Hanover	H-643-1990	9/2011
Stephen R. Marion, 15 Low Rd., Hanover	H-643-4230	9/2012
Carolyn Radisch, 7 Sargent St., Hanover	H-643-9053	9/2011
Sheila Buckley, 8 Weatherby Rd., Hanover	H-643-5359	9/2011Alt.
Ruth J. Lappin, 80 Lyme Rd., #329, Hanover	H-643-1334	9/2012Alt.
H. Bernard Waugh, 16 Pinneo Hill, Hanover	H-643-2479	9/2013 Alt.
Vacancy,	H-643-????	9/2012Alt.
Vacancy,	H-643-????	9/2012Alt.

## **Other Information**

### **Director of Administrative Services and Deputy Town Clerk** (Finance Director)

Elizabeth "Betsy" McClain, PO Box 483, Hanover W-640-3203

### **Director of Assessing**

Michael Ryan, PO Box 483, Hanover W-640-3206

### **Fence Viewers** – 1 year term – Nominated at Town Meeting by Majority Vote

William F. Garrity, 112 King Rd., Etna	H-643-1784	5/2011
Robert Morris, PO Box 296, Etna	H-643-0712	5/2011
Vacancy	H-643-????	5/2011

### **Fire Chief**

Roger Bradley, PO Box 483, Hanover W-640-3340

### **Health Officer**

Jonathan Edwards, PO Box 483, Hanover 643-0708

### **Deputy Health Officer**

Carolyn Murray, PO Box 483, Hanover	643-0708
Ryan Borkowski, PO Box 483, Hanover	643-0708

### **Human Resources Coordinator**

Gloria LaCasse, PO Box 483, Hanover W-640-3209

### **Library Director**

Mary White – Howe Library	
PO Box 483, Hanover	W-640-3251
Barbara Price – Etna Library	
PO Box 483, Hanover	W-643-3116

### **Moderator** – 2 year term – Ballot Vote

Daniel M. Nelson, 30 Three Mile Road, Etna Cell-603-359-2106 5/2012

### **Parks and Recreation Director**

Hank Tenney, PO Box 483, Hanover W-640-3302

### **Pine Park Commissioner** – 3 year term – Nominated at Town Meeting by Majority Vote

Linda Fowler, 5 Webster Terrace, Hanover H-643-1321 5/2012

### **Director of Planning and Zoning**

Jonathan Edwards, PO Box 483, Hanover W-640-3212

### **Police Chief**

Nicholas Giaccone, Jr., PO Box 483, Hanover W-640-3323

### **Director of Public Works**

Peter Kulbacki, PO Box 483, Hanover W-640-3371

### **Surveyors of Wood and Timber** – 1 year term – Nominated at Town Meeting by Majority Vote

Ed Chamberlain, 20 Wolfeboro Rd., Etna	H-643-4150	5/2011
John Richardson, 97 Dogford Rd., Etna	H-643-5381	5/2011

### **Town Clerk** – 3 year term – Ballot Vote

Charlie Garipay, PO Box 483, Hanover W-640-3201 5/2013

### **Tax Collector**

Elizabeth "Liz" Meade, PO Box 483, Hanover W-640-3201

### **Town Manager**

Julia N. Griffin, PO Box 483, Hanover W-643-0701

### **Town Treasurer** – Appointed by Board of Selectmen

Patricia Coutermarsh, PO Box 483, Hanover H-640-3204

### **Wastewater Treatment Superintendent**

Kevin MacLean, PO Box 483, Hanover W-643-2362



## **Advisory Board of Assessors Report**

The Advisory Board of Assessors hears property tax abatement requests and makes abatement recommendations to the Board of Selectmen. Three members are elected and each serves a three-year term. The Board of Selectmen appoints one Selectmen's representative and one alternate to serve on the Advisory Board.

**Activities:** In calendar year 2010, the Advisory Board of Assessors met four times and heard twenty-four Tax Year 2009 abatement requests. Fifteen abatement recommendations were forwarded to the Selectmen. Two applicants filed an appeal beyond the local level to the Board of Tax and Land Appeals and those appeals will be heard later in calendar year 2011. Deadline for filing an abatement application for Tax Year 2009 was March 1, 2010.

Board member and Chairmen, Paul Young stepped down following many years of exemplary service to the town. He was a steady voice of reason on the Board and will be missed by all those who served with him. At the May 2010 town meeting, Jay Pierson was elected to fill the vacancy.

**Meeting Times:** The Board schedules its meetings as the yearly abatement caseload demands.

**Advisory Board Members:** Joe Roberto, Richard Birnie and Jay Pierson.

**Select Board Representatives:** Katherine Connolly, and Brian Walsh, Alternate.

## **Affordable Housing Commission**

The Hanover Affordable Housing Commission (HAHC) was established by action of the Selectboard in September 2001 as a commission under its jurisdiction. In 2009 Town Meeting voted to establish a Housing Commission, as a restructuring of the Affordable Housing Commission, pursuant to RSA 673:1, and other pertinent New Hampshire Statutes which govern municipal commissions, their conduct, and their receipt of appropriated funds to carry out their charge, according to terms and conditions to be determined by the Selectboard. The name of the Commission remains the same. In 2010, the Commission finished taking all of the steps needed to effectuate this change. One significant result is that the Commission is now able to receive and retain real and fiduciary assets which can be used to further its mission.

The purpose of the Commission is to develop and recommend to appropriate boards of the Town of Hanover permanently affordable housing policies and regulations; promote affordable housing; identify Town resources that could assist in the effort to provide affordable housing; study suitable sites in the Town for affordable housing; explore and recommend partnerships with other Town Boards and Commissions and with organizations such as Twin Pines Housing Trust and Habitat for Humanity; evaluate and report the effectuation of Town policies on affordable housing; represent the Town at regional meetings; and serve as an educational resource for the community.

Members are Bruce Altobelli (Vice Chair), Chip Brown, Don Derrick, Karen Geiling (Secretary), Paul Olsen, James Reynolds, and Andrew Winter (Chair). Len Cadwallader, Robert Chambers, and Joan Collison serve as Alternate Members, and Judy Doherty is the Selectboard's representative to the Commission.

The Commission deeply appreciates the thoughtfulness, energy, dedication, and creativity of its founder and long-time Chair, Robert Strauss, who stepped down this year. It is safe to say that Bob's vision and efforts were absolutely crucial to the success and viability of the Commission. He will long be very much missed.

**Gile Hill:** The Gile Hill housing development, which started in 2001, was shepherded by the HAHC through concept, preliminary design, and into project management by Twin Pines Housing Trust and the Hartland Group. The development was dedicated by Governor Lynch in October 2007. It is the largest mixed affordable and market-rate housing development in New Hampshire, and it has become a model inspiring similar efforts in many other communities throughout our state. Eight buildings are now open and fully occupied. Despite the severe recession we have all experienced, the demand at Gile Hill has remained remarkably steady. By the end of 2010, 97 of the projected 120 dwelling units have been constructed. All 61 rental apartments have been fully occupied, of which 46 are affordable to low- and moderate-income households, and there is now a long waiting list. The other 36 dwellings are condominium units, eight of which are affordable. Even the market-rate condominiums are affordable relative to the Hanover market in that they are priced at less than the median for housing in Hanover, thus being available to moderate- and middle-income families. The remaining 23 condo units in the final two buildings are planned for construction starting in 2011, with occupancy anticipated in the spring of 2012.

**In-Town and Regional Housing Needs:** The HAHC has been studying the possibilities of various In-Town and other sites for affordable housing. The Commission is also working cooperatively with Dartmouth College on the planning of off-campus housing for its employees.

In addition, the Commission has begun working closely with the Hanover Planning Board on planning initiatives to provide for increased housing diversity, particularly in the In-Town areas, in order to address the housing needs of a diversifying population with respect to income levels; aging and the relative increase in the proportion of Hanover households with fixed incomes; changes in family and household characteristics; and anticipated increases in the costs of heating, utilities, transportation, and other housing necessities. It is anticipated that this planning effort will result in changes in zoning and related regulations to provide for housing needs in Hanover over the coming decades.

The Commission has entered dialogue with Sustainable Hanover to begin to discern ways in which both groups can collaborate in ways that reflect mutually compatible goals, and looks forward to working more closely together.

The Commission has been in conversations with colleagues in other municipalities and with regional housing, planning, and transportation organizations in order to better ascertain the direction of future housing needs, changes in housing and transportation costs and availability, and the evolution of the economy in general and employment types and locations in particular, and in order to develop networks that can effectively work together on common programs.

## **Hanover Bicycle/Pedestrian Committee (HBPC)**

### **For 2011 Town Report**

The HBPC is an advisory committee to the Hanover Select Board. The committee works to improve biking and pedestrian opportunities in Hanover. It meets the first Thursday of each month at 4 pm at the Howe Library. The public is encouraged to attend.

The committee was quite active during the last year. Peter Kulbacki, Director of Public Works (DPW) has been a professional, accessible, and supportive colleague. ORW/ Smart Mobility Landscape Architects and Planners were selected as the primary consultant to the town on bike/ped issues. Carolyn Radisch and Lucy Gibson of ORW Smart Mobility Consultants have done exemplary work on Park Street streetscape designs and a Hanover Bike/Ped Master Plan, and have consulted extensively with the HBPC.

Activities from April 2010-March 2011 include:

- Google Earth Bike Map and Printable Map of Hanover. Chris Lowe, a geographic information systems consultant assisted the committee. As part of the map project, HBPC collaborated with Trails Alliance, the promoters of the Upper Valley Loop Trail, a network of rideable and walkable routes. Public distribution of the maps is being planned.
- An HBPC Vision, Mission and Goals Statement were adopted.
- Capital improvements in 2010-11 included the Lyme Road work between the traffic circles, repainting proper 5 foot Route 120 bike lanes from Lebanon-Park Street triangle to Greensboro Road, bike safe grates on new road projects, vigilant clean up of debris in bike lanes, and a redesign of the intersection at North Park Street and Lyme Road. HBPC recommended that the needs of bicyclists and pedestrians be considered whenever construction is proposed in town.
- North and South Park Street Planning. In 2009 the Select Board recommended additional study for Park Street improvements. DPW consulted the HBPC regarding the reconfiguration of the North Park -Lyme Road corner and adopted some of our recommendations. A number of possible Park Street improvements were considered, including a Pedestrian Study led by Barbara McIlroy. Our ORW consultants presented plans for bike lanes and pedestrian improvements on North and South Park Streets to the Select Board, and funds for these improvements are included in this year's town budget.
- Hanover Master Plan Maps, Guidelines and Streetscapes for Bikes and Pedestrians. Significant progress has been made in designing a master plan designating what routes should have accommodations for bicyclists and pedestrians and developing guidelines and standards for various types of improvements. Our ORW consultants have been central to this process. The Town of Hanover and Dartmouth College are jointly funding their work on this project.
- Bicycle Friendly Community - An application has been submitted.
- Safe Routes to School -HBPC participated. Funding for further study has been awarded.
- Participated in 350.org Event on October 10, 2010.
- Participated in the Transportation session of the Sustainable Hanover Meeting, February 26, 2011.

For further information, see our web site at: <http://hanoverbikeped.wordpress.com/>

**Committee Members:** Scot Drysdale (Chair), Tim Cox, Doug Deaett, John Leigh, Barbara McIlroy, Hugh Mellert, Robert Z. Norman, Carol Perera Weingeist, Joanna Whitcomb, Bill Young, Charles R. Sullivan (Ex Officio), Athos Rassias (Selectboard Representative)

## **Building Code Advisory Committee**

The Building Code Advisory Committee advises the Building Inspector and the Planning and Zoning Department on matters pertaining to building construction, safety, codes, and technological changes. The committee also acts in the capacity of a building codes appeals committee. Their combined expertise in construction is a valuable asset to the Zoning Board of Adjustment in matters of appeals regarding the Building Inspectors' decisions, interpretations of code requirements, or allowing the use of new technologies.

No appeals were brought forward to the committee in 2010.

For the past three years, the Chair of The Building Code Advisory Committee, Bruce Williamson, along with Planning and Zoning Staff and Planning Board members have undertaken an extensive review of the Building Permit application process for one- and two-family residential projects. Following successful efforts in 2009 to find streamline the process in order to create greater efficiency for applicants as well as staff in the review and permitting process. The numerous hours given by this group to the process has resulted in a detailed and thorough revision of the one- and two-family permit application. During 2010, attention was devoted to updating and clarifying the permit application checklist.

As a community that actively enforces the state-adopted building codes, Hanover has a keen interest to understand the changes and potential impacts to the construction industry that have resulted from recent changes made by the state to the New Hampshire Building Code.

One aspect of construction that we have begun to see impacted by changes involves energy conservation. The 2009 edition of the International Energy Conservation Code (IECC) contains significant changes that, by Department of Energy (DOE) estimates, has the potential for increase in energy savings of at least 15% over previous minimum code standards. Quoting from the DOE website:

“When incorporated into the 2009 IECC, approved proposals will result in energy savings totaling at least 15 percent, and perhaps as much as 18 to 20 percent, as compared to the 2006 IECC. The 2009 IECC represents an increase in energy efficiency that is unprecedented in IECC history.”

“DOE's 30% Residential Codes Initiative is focused on reducing the energy consumption of International Energy Conservation Code® (IECC) compliant homes by 30%, relative to the 2006 IECC, by the year 2012.”

For a complete listing of Building code adopted in NH along with amendments see the New Hampshire State Building Code web site at:

<http://www.nh.gov/safety/boardsandcommissions/bldgcode/index.html>

The 2009 Edition of the Building Codes became effective in New Hampshire on April 1, 2010. As always, please check with us for any local amendments or assistance with the various building codes applicable to your project.

The construction and permitting process can, at times, be complicated. Be assured that we want to assist you to have a successful, safe and compliant project and are available to assist you with any aspect of the permitting and inspection process.

The Building Code Advisory Committee consists of the following members: Bruce Williamson, Chair; Randy Mudge, Secretary; and Jack Wilson.

The Building Code Advisory Committee continues to function with two vacancies and is always seeking individuals that would be interested in serving. If you are interested in serving on this committee please send a written request to the Town Manager's office.

## **Building Inspections Activity in 2010**

### **New One- and Two-Family Residences**

Number of Permits Issued:	8
Total Value of All Permits:	\$4,705,000
Average Permit Value:	\$588,125

### **Additions, Alterations, & Maintenance to Single-Family Residences**

Number of Permits Issued:	258
Total Value of All Permits:	\$12,337,786
Average Permit Value:	\$47,821

### **New Multi-Family, & Additions and Alterations**

Number of Permits Issued:	29
Total Value of All Permits:	\$4,569,126
Average Permit Value:	\$157,556

### **New Institutional Buildings**

Number of Permits Issued:	3
Total Value of All Permits:	\$39,413,078
Average Permit Value:	\$13,137,693

### **Additions and Alterations to Existing Institutional Buildings**

Number of Permits Issued:	38
Total Value of All Permits:	\$18,240,622
Average Permit Value:	\$480,016

### **New Commercial Buildings and Additions and Alterations**

Number of Permits Issued:	61
Total Value of All Permits:	\$4,547,774
Average Permit Value:	\$74,554

### **Demolition Permits**

Number of Permits Issued:	9
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### **Blanket Permits**

Number of Permits Issued:	95
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### **All Permits**

<b>Total Number of Permits Issued:</b>	<b>501</b>
<b>Total Aggregate Value of All Permits:</b>	<b>\$83,813,386</b>

<b>Average Permit Value:</b>	<b>\$167,292</b>
<b>Total Fees Collected:</b>	<b>\$513,952</b>
<b>As percentage of total aggregate value:</b>	<b>0.6%</b>

## **Conservation Commission**

The Conservation Commission was established by the 1966 Hanover Town Meeting “for the proper utilization and protection of the natural resources and for the protection of watershed resources of Hanover.” Important natural resources include wetlands, water bodies and groundwater, all critical for our water supply, the Town Forest and other conserved lands, trails and other open space, scenic views, and wildlife habitat. The Commission is responsible for educating the public about natural resource topics, monitoring conservation easements, and coordinating with other public and private conservation agencies. The Commission supports and advises the Board of Selectmen, the Planning Board, and the Zoning Board of Adjustment regarding policies and projects involving conservation issues.

Members of the Commission at year-end 2010 are Edwin Chamberlain, Chair; Judith Reeve, Vice-Chair; Douglas McIlroy; Anne Morris; Michael Mayor; Ray Hogue; and Ruth Bleyer. Our representative from the Board of Selectmen is Athos Rassias. With the retirement of Sandra White, we have lost a wealth of information about Hanover’s natural features and an historical perspective on human interactions with those features. Sandy could always be counted on to bring the perspective of one who has lived all her life in Hanover. She also provided us with some amazing graphics and posters over the years. We will miss her insight and thank her for her many years of service to the Commission and the town.

**Volunteer Assistance:** For their tireless work keeping our trails safe and open to the public under the direction and guidance of Doug McIlroy and the Trails Committee, we thank Ledyard Bank “Lend a Hand Day” volunteers, Youth in Action, Dartmouth Outing Club, Tuck School, Tom Linell, Larry Litten, Peter Shumway, Bill Mlacek, Steve Lubrano, Mark Buck, Kevin O’Leary and “retired” Ron Bailey. Special thanks to Elisha Huggins for maintaining trails on Moose Mountain.

Thanks also to Open Space Committee members, Jim Hornig and Carolyn Tenney, for their time and creative conservation ideas, and to Barbara McIlroy, for organizing and energizing many work days on Town conservation land to control invasive plants in order to conserve to our native flora.

**Conservation Commission Activities in 2010:** On August 2 the purchase of the Steele property, known as The Enchanted Forest, and the protection of the Rinker-Steele Natural Area were completed. This is the first time town-owned conservation property has been permanently protected with a conservation easement, so we consider it a milestone in Hanover’s conservation history.

Public support whether by generous donation or simply by support at Town Meeting was essential to the purchase of The Enchanted Forest. It has been merged for management purposes with the adjoining Rinker Tract which has been owned by the Town since 1975. The 23.62 acre Natural Area protects an ancient forest with trees 200-300 years old growing on steep ravines and highly erodible soils. The wooded area as a whole protects water quality in Camp Brook and wetlands near the Connecticut River, frames scenic vistas of forest, field, and the distant Smarts Mountain, and

provides connections to hiking and cross-country ski trails at Ferguson Field, Storrs Pond, and Oak Hill. The town owns the Natural Area, the Conservation Commission manages it, and the Hanover Conservation Council holds the easement and enforces its conditions. You are encouraged to get out and enjoy this amazing natural area.

In addition, this summer, the Conservation Commission purchased the 4.2 acre upper meadow of the Hayes Property in downtown Etna. This property abuts the Trescott Ridge Wetlands, given to the Town in 1971 at the same time adjoining lands were subdivided for house lots. Contiguity of open space is beneficial for wildlife and for natural resources that do not follow property boundaries. In addition, the upper meadow is featured in the 2000 *Open Space Priorities Plan* as a location for a trail to increase the recreation opportunities in Etna Village. Now a public trail on Town-owned land can be created connecting the center of Etna village and the library to the Trescott Ridge Wetlands and Woodcock Lane. It is the Commission's intent to permanently protect (with a conservation easement) the Trescott Ridge Wetlands and the Hayes upper meadow.

The Commission continued its easement monitoring and baseline documentation program. Again in 2010, all 21 properties protected by conservation easements or restrictions were monitored.

Through the Open Space Committee, the Commission worked with several landowners to educate and support them in conservation opportunities on their properties including appraising the value of proposed conservation easements and negotiating conservation easement terms. The Commission also discussed other conservation opportunities south of Mink Brook and in Etna Village.

**Through its Trails Committee, the Commission:**

- Established a connector trail between Pasture Road/Dana Preserve and the Baum Conservation Area.
- Initiated landowner contact about reviving trails in the vicinity of the river north and south of Ledyard Bridge.
- Addressed the problem of a "bandit" (unauthorized) bike trail in the Rinker Tract and is participating in dialog with the bike community, Dartmouth and the Hanover Improvement Society that should result in a wider neighborhood solution.
- Scouted options for a bike path from Sachem Village to DHMC (in Lebanon, but related to Hanover's easements there) and found support from Dartmouth and DHMC.
- Involved the Upper Valley Mountain Bike Association in follow up and revision of John Morton's proposal for the Goodwin Tract. The association stands ready to volunteer in constructing this 5k single-track loop.
- Suggested streamlining the process for authorizing trail work on class 6 roads. The Director of Public Works and the Select Board ratified the suggestion.
- Proposed a strengthened policy about landowner relations, which was endorsed by the commission.
- Opened up once again Cory Road for hiking and skiing.
- Performed routine trail maintenance, including drainage and the cleanup of downed trees, overhanging snags and trash.

The Commission spent over \$2000 from its operating account for contracted assistance in maintaining trails with the Upper Valley Trails Alliance. The Alliance provided 66 hours of staff time and organized 107 hours of volunteer time for work on our trails.

**Other Activities:** In cooperation with the Hanover Garden Club and residents of the Greensboro Road area, with a special focus on shrub honeysuckle, landowners and volunteers worked to remove invasive plants from the yards of willing landowners in exchange for native shrubs nurtured in our holding beds for this native plant restoration work. This is the first ever plant swap (remove an invasive and plant a native) in Hanover. Thanks to Ledyard Bank for their support of our purchase of native shrubs from the NH State Nursery. A new holding bed for many of these ‘new’ native shrubs was installed at the wastewater treat plant, many of these new native shrubs were installed at a former Mink Brook work site with help from a RMS student, a few of the ‘adult’ plants from old holding bed were donated to Hanover High School environmental club’s new garden at the High School, and some mature shrubs were installed at the entrance to the trail at the Mink Brook Edgerton lands.

The Commission continued to work with the Hanover Conservation Council to remove glossy buckthorn, burning bush and bittersweet from Balch Hill conservation lands, spending \$100 from the operations budget for this work.

The Commission partnered with Ledyard Bank for trail work on Lend a Hand Day and received a dollar for street trees and native plant restoration for every Ledyard account that goes paperless.

The Commission supported a program (at a cost of \$1700) to cut brush to protect the view of Mt. Ascutney from Pleasant Street.

The Conservation Commission sponsored two warrant articles at the 2010 Town Meeting to enable the Commission to purchase 10.2 acres and to permanently protect a total of 40.72 acres with a conservation easement. These projects were approved by the voters at the 2010 Town Meeting.

The Commission conducted 17 site visits to review proposals and commented on 8 proposed projects within wetland or water body setbacks for the property owners, Zoning Administrator, Zoning Board of Adjustment, Planning Board, and State of NH Wetlands Bureau.

The Commission suggested open space and trail projects to be considered for inclusion in the capital improvements plan, currently being drafted by town staff.

Collaboration continued with the Hanover Conservation Council, Hanover Garden Club, Boy Scout Troop 45, Pine Park Association, Youth-in-Action, Upper Valley Mountain Bike Association, Upper Valley Land Trust, the Mascoma Watershed Conservation Council, the Goose Pond Lake Association with \$200 support for the Lake Host Program, the Appalachian Trail Conservancy, the Lebanon Conservation Commission, Upper Valley Trails Alliance with \$50 support for dues, and the New Hampshire Association of Conservation Commissions with \$473 support for dues.

The Conservation Commission’s regularly scheduled monthly meetings are held on the second Wednesday of each month at 5:00 PM, in the Town Hall. The Open Space and Trails committees meet regularly once a month while the other committees of the Commission meet as necessary for project needs. The Commission and its committees are always eager for wider participation. The public is welcome to attend its meetings. Town citizens are encouraged to attend its meetings and join in on the work of the Commission and its committees.



Please contact the Planning and Zoning Office for these meeting schedules. Contact Vicki Smith (643-0708 x3214 or [Vicki.Smith@Hanovernh.org](mailto:Vicki.Smith@Hanovernh.org)) or Ed Chamberlain (643-4150 or [edwin\\_chamberlain@valley.net](mailto:edwin_chamberlain@valley.net)) for more information on how you can join in with the work of the Hanover Conservation commission.

### Conservation Fund Balances

	Balance @ 7/1/2009	Deposits	Withdrawals	Balance @ 6/30/2010
Conservation Commission General Purpose Funds	\$411,663	\$32,056	\$ (229,052)	\$214,667
Conservation Easement Stewardship Fund	\$100,606	\$264	\$-0-	\$100,870

### Conservation Commission Activity in 2010

Meetings	15
Site Visits	17
Cases:	
Docks	1
Additions, Structures, or Fill in Wetland or Wetland Buffer	6
Open Space Subdivision	0
Other	<u>1</u>
Total Number of Cases	<u>8</u>

### Etna Library Board of Trustees

The Hanover Town Library, known locally as the Etna Library, has been an important part of life in Etna Village for over a century. In 1899 the Etna Library and Debating Society merged its books with one hundred dollars worth of books donated by the State of New Hampshire and began lending the books from Hayes Hall. The present library building, which is listed on the National Register of Historic Places, was built in 1905.

The Trustees of the Hanover Town Library are elected by Hanover voters, and serve for three-year terms. They oversee the operations of the library and meet monthly, except in July.

Mission Statement: “The Hanover Town Library will be an active presence in the village, providing its services to the community in a personal manner while preserving its historic building.”

Librarian Barbara Prince and Assistant Librarian Caroline Tischbein create a welcoming atmosphere always keeping the needs and concerns of the Library’s patrons and community in mind. Interesting and fun programs are enjoyed by all ages. One new and well received program is a Spanish story time for children.

The Etna Library's most exciting project this year has been working with the Town and members of the Etna and Hanover communities to successfully raise the money needed to purchase the Hayes Family Farm Land. Previously none of the land surrounding the library belonged to the town. The Library's future goal is to build new parking and a barrier-free entrance. Trustees and community members are currently updating the Library's long- range plan, which will lead to the formation of a building committee.

The Etna Library Trustees greatly appreciate all the volunteers who contribute to our library in so many ways - staffing the library on Saturday mornings, baking pies for the Thanksgiving sale, purchasing new books for the library during Love My Library month and much, much more.

**Members of the Board of Trustees:** Jean M. Keene, Rhonda N.S. Siegel and Elizabeth P. Storrs.



## **The Howe Library Corporation Board of Trustees Annual Report**

### **Committee Highlights:**

**Annual Appeal:** Jane Kitchel McLaughlin, Chair

Proceeds from the Annual Fund paid approximately 23% of the library's operating costs in FY11. These funds are used to enhance collections, purchase additional computers, and fund all adult and children's programs. The goal for the 2010-11 Annual Appeal is \$105,000. As of this writing, in the seventh month of the campaign, giving has reached 53% of this goal.

Earnings from The Corporation's unrestricted endowment funds are used to repay the \$1.8 million USDA loan for the library renovation and expansion project, which was completed in 2005.

**Events Committee:** Ann Malenka, Chair

This committee is responsible for raising funds through special events. A wine tasting held at Howe on March 26, 2010 raised \$15,490 after expenses, an increase in net revenue of \$2,626 over the 2009 wine tasting.

This year we have planned something different –***The Howel Classic: A Mini-Golf Extravaganza.*** On Saturday, April 30, there will be an event at Howe from 7pm to 10pm for those age 21 or older with music, food, wine and 18 holes of miniature golf provided by Library Mini Golf. On Sunday, May 1, there will be a day for families to enjoy miniature golf from 11am to 4pm. We look forward to making this be an annual affair.

**Finance Committee:** Arthur Gardiner, Chair

Ledyard Financial Advisers manages the library's investment funds with oversight from the Board's Finance Committee. The Finance Committee meets quarterly to review the management arrangements and the investment performance of the funds.

**Facilities Committee:** Jay Pierson, Chair

This committee meets annually with Frank Austin, Facilities and Fleet Manager for the Town of Hanover. Issues recently addressed include new interior carpeting at the circulation desk, exterior lighting for the lower, rear entry and making the lower lobby door to the nonfiction area handicapped accessible.

Steve Lubrano, Chair, The Howe Library Corporation Board of Trustees

Howe Library – a partnership of The Howe Library Corporation and the Town of Hanover  
13 South Street Hanover, New Hampshire 03755 603.643.4120 [www.howelibrary.org](http://www.howelibrary.org)

## **Parking & Transportation Board**

The Parking & Transportation Board advises the Board of Selectmen on matters relating to parking, traffic, public transportation, parking facility and other related activities in Hanover. They also review and advise on the use of parking generated funds and expenditures. Membership includes representatives from town businesses, Dartmouth College, the Chamber of Commerce and volunteers from the community. The Board meets at 4:00 PM on the second Tuesday of each month in Town Hall.

In 2010 the Parking & Transportation Board provided information and suggestions to the Board of Selectmen on Central Business District employee parking. Members of the PTB recognize that employees occupying valuable customer spaces located in the heart of the business district cause access issues for downtown visitors, which are grounds for concern.

The PTB asked the Board of Selectmen to consider a number of initiatives, to include:

1. Improve the existing employee shuttle service to provide faster service and extended hours of operation.
2. Improve communication with central business district employers and employees regarding parking and transportation options.
3. Consider free use of empty parking garage spaces by downtown employees in evening after first shift leaseholders have left for the day.

PTB members will actively work on these and other initiatives in the coming year to improve parking and transportation for all members of the community.

The PTB seeks new members and citizen input. Interested parties can contact Lt. Patrick O'Neill at Town Hall at 640-3219 or by e-mail at [partick.oneill@hanovernh.org](mailto:partick.oneill@hanovernh.org) for more information or to be put on the agenda of an upcoming meeting.

## **Planning Board**

In 2010, the Planning Board was able to focus on planning, rather than development review work. As in 2009, there were no major subdivisions brought to the Planning Board for review in 2010. Minor subdivisions created four new building lots, three in Etna and one in the downtown area. While still busy with the review of a number of smaller development projects, the Planning Board has concentrated on refining the threshold for site plan review, considering alternate forms of zoning, and developing policy regarding re-zoning Hanover's residential neighborhoods.

Residents across town are attentive to changes in their neighborhoods and look to the Master Plan, local regulations, and the Planning Board to maintain the attractive character of their neighborhoods and preserve what they like best about Hanover. In response, the Planning Board has been working to develop amendments to the Zoning Ordinance, Subdivision Regulations, and Site Plan Review Regulations to implement the Master Plan, by protecting cherished qualities of Hanover while accommodating appropriate types and degrees of development.

Our major planning emphasis this year has been to understand Hanover's residential neighborhoods and what makes them such great places to live. The Board began its work in 2009 by inviting landowners and residents to three public forums held at the Ray School. In 2010, the Board's Residential Project Committee held 33 meetings, some of which included site walks, to better understand Hanover's residential areas and to develop policies upon which zoning proposals can be based. This Committee prepared a draft zoning amendment for the Goose Pond area. In addition to holding two meetings to develop the amendment, the Board reviewed this with Goose Pond neighbors at a meeting on the shores of Goose Pond in July and is bringing the amendment to Town Meeting 2011 for adoption.

To streamline our regulatory process, the Planning Board significantly revised its Site Plan Regulations to clarify the submission requirements and set a threshold for site plan review. Smaller projects are now reviewed by the Minor Project Review (MPR) Committee, comprising Town employees. You will note in the summary table of Planning Board activity below that the Board approved only one site plan waiver. This is because minor projects previously granted site plan waivers by the Planning Board now are reviewed by the MPR Committee, allowing the Board more time to focus on the larger development projects and residential re-zoning work. The MPR Committee met six times and reviewed 15 cases involving proposals as diverse as a GPS antenna, a new doorway, underground waterlines, duct banks, drains and conduit, a scoreboard, solar panels, an access ramp, and shed roof. One project for a recycling dumpster and compactor was referred to the Planning Board.

During its 20 meetings in 2010, the Planning Board's work included:

- Reviewing and approving site plans for: Dartmouth College's renovations to Thayer Dining Hall, and the new wall and sidewalk north of the cemetery off Tuck Drive; the demolition and re-construction of the Sigma Epsilon fraternity house; outdoor seating for Salt Hill Pub and a patio at Creare; and exterior lighting and signs at Ledyard Bank and Irving gas and convenience store on Route 120.
- Reviewing and approving modifications to the approved site plan for Curtiss Court and Kendal at Hanover, and allowing an extension for project build out to Simpson Development Corporation.

- Reviewing and approving the creation of one new residential lot on Valley Road, three new residential lots in Etna Village, two lots with existing residences and one new lot to accommodate the transfer of the water company operations to the Town.
- Reviewing and approving 11 minor lot line adjustments and mergers and one request for site plan waiver.
- Holding two working sessions and hearings on amendments to the Site Plan Regulations.
- Discussing the dissolution of the Water Company, going paperless with only digital development request submissions, and bylaws for the Minor Project Review Committee.
- Meeting with sister organizations: the Affordable Housing Committee, the Bicycle/Pedestrian Committee and the Sustainable Hanover Committee.
- Preparing a draft rental housing ordinance for consideration by the Selectboard.
- Preparing zoning amendments that were considered and adopted at the Annual Town Meeting in May 2010, holding one hearing on these amendments, and preparing another set of amendments to be considered at the Annual Town Meeting in 2011. Over the year, four evenings were spent discussing potential zoning changes and/or alternate forms of zoning.

The current members of the Planning Board, as of December 31, 2010, are Judith Esmay, Chair; Bill Dietrich, Vice-Chair; Charles Faulkner; Michael Mayor; James Hornig; and Joan Garipay. Alternate members are Michael Hingston, Peter Owens, and Iain Sim. Kate Connolly and Peter Christie serve as Board of Selectmen Representative and Alternate Representative, respectively. Planning Board members are appointed by the Board of Selectmen. One member serves on the Conservation Commission to provide coordination between the Commission and Planning Board. Two other Board members are active representatives to the Upper Valley Lake Sunapee Regional Planning Commission.

The Master Plan and land use regulations may be viewed on the Town's website, [HanoverNH.org](http://HanoverNH.org), and copies may be purchased at the Planning and Zoning Office. The Planning Board's agendas are also posted at the same website.

Generally, the Planning Board hears applications for subdivision and site plan review at 7:30 PM on the first and third Tuesdays of each month in the Boardroom at Town Hall. The Board holds planning workshop sessions to focus on Master Plan implementation and policy development at 7:30 PM on the second Tuesday of each month. The public is cordially invited to attend and participate in all meetings of the Planning Board. The Planning Board welcomes your comments in writing or by email at [Planning.Board@HanoverNH.org](mailto:Planning.Board@HanoverNH.org).

## **Planning Board Activity in 2010**

### **Planning Board Cases:**

Master Plan	33
Zoning Amendments, Informal Reviews, Site Visits, etc.	20
Major Site Plan Reviews	7
Waivers of Major Site Plan Review	1
Minor Site Plan Reviews	15
Planned Residential Developments/CCRC	0
Minor Subdivisions	0

Major Subdivisions	5
Modifications	5
Lot Line Adjustments	11
Preliminary Plans, Revocations, Extensions, Scenic Roads, Other	<u>2</u>
<b>Total</b>	<b><u>29</u></b>

## **Senior Citizen Advisory Committee** (Hanover Senior Center)

The Senior Citizen Advisory Committee meets at 4:00 on the first Monday of each month. The meetings are open and all are welcome.

The members of the board are: Chrysanthi Bien (Chair), , Constance Carr, Maureen Hall, Marcie Ann Kennedy, Shirley Montgomery, Kate Connolly (Select Board Rep.), Lee Monaco, Sue Matless, Nancy Pierce, Marilyn Blodgett, Nora Wijn and Gail Schaal (Senior Center Coordinator)

Our regular schedule is very busy with three very well attended exercise classes a week, and bimonthly ceramics classes with volunteer Linda Couture, monthly basket weaving with volunteer Ann Collins, a monthly potluck lunch with volunteer pianist Karolyn Wiebe, and a Birthday celebration with music by Esther Balch. We also have crafts, a toy projects with the toys being donated to the Shiner's Hospitals, monthly lunches sponsored and served by the area churches. The Dartmouth students are back this year to volunteer their time with computer help. The VNA brings two health clinics a month to the center for Blood Pressure and Foot Care. Line dancing has become a very popular form of exercise at the Senior Center with instructor Jamie Orr. Piano lessons given by Sarah Hill are offered on Monday mornings. A group also meets at the Senior Center once a month for an interfaith coffee. We also offer bridge on Tuesdays and Thursday afternoon movies. Many trips to varied locations are offered during the year.

All programs at the Richard W. Black Community/Senior Center are open for all seniors at all times. Please join us.

## **Sustainable Hanover Committee** **Annual Report 2010**

<http://www.sustainablehanovernh.org>

2010 has been a transformative year for The Sustainable Hanover Committee. We have clarified our vision and structure, organized a number of successful events, and received two grants to help our town further its mission to have another thriving 250 years!

Building on our charge to serve as a clearinghouse, educator and consultant for the town in the context of ensuring a resilient future for our community, the Sustainable Hanover Committee promoted and organized a number of innovative projects in our community. The SHC also finalized

a set of goals that can serve as a framework for measuring actions taken over the next decade. The goals under discussion are to achieve the following by 2026:

1. **Net-zero energy consumption** (we produce as much as we consume);
2. **Net-zero emissions** (we are able to absorb all the we produce);
3. **Zero waste** (we are able to use all the waste that we generate);
4. **Balanced, healthy natural systems** (we are maintaining the present diversity of plant and animal species in our eco-systems);
5. **A vibrant and efficient economic and social structure** (we are all enjoying access to sufficient food, shelter, education and healthcare).

Sustainable Hanover acknowledges that these goals are aggressive and challenging. We believe aggressive goals are necessary to drive creative solutions. Join us to think creatively about our community's future – if we can't achieve these goals, who can?

Here is a summary of our accomplishments in 2010:

1. Education & Collaboration (Challenge: Engaging a broader audience through new communication strategies)
  - **Web Site:** Updated web site with more graphics, resources and tools for residents.
  - **Facebook:** Started the *Creating a Sustainable Hanover* page on Facebook.
  - **Presentations:** SHC presented a summary of its work to The Select Board, The Planning Board, The Housing Commission, The Conservation Commission and The Hanover Rotary Club.
  - **Kiosk Project:** SHC won a \$1500 grant from The New England Grassroots Environmental Fund to build a movable kiosk made from local wood by a local craftsman. The kiosk will serve as an educational tool for the entire Hanover Community.
2. Energy Consumption (Challenge – Gathering Data)
  - **Residential Action:** In order to gather data about our Promoted Participation in two online tools for residents to celebrate, track and plan energy improvements in their homes (**Repowerathome.com & myenergyplan.net**)
  - **Town of Hanover:** By upgrading buildings, transportation fleets, lights, and energy systems, the Town has and will save 17,400 gallons of fuel 323,459 kWh's electricity and reduced its carbon footprint by 929,026 pounds! For more detail, visit <http://www.sustainablehanovernh.org/the-town-of-hanover.html>
3. Emissions (Challenge – Improving air quality for all)
  - **No-Idling Campaign A:** Town of Hanover has installed an idling tool on
  - **No-Idling Campaign B:** Hanover resident Roger Lohr has continued to promote no-idling as a strategy to ensure cleaner air for all, especially around the schools and in town, where there are many pedestrians and others who benefit from fewer emissions.

4. Waste & Recycling (Challenge – reducing waste and promoting alternatives to consumption of new stuff)
  - **Community Yard Sale:** Organized by the Waste/Recycling Sub-Committee in partnership with Dartmouth College, the Community Yard Sale enabled 50 households from the greater Hanover area to clean house, to buy previously owned stuff, and to engage in a festive community event.
  - **Ray School Composting:** The SHC, The Town of Hanover, and The Ray School worked together to launch a school-wide composting program.
5. Balanced, Healthy Natural Systems: (Challenge – Ensuring residents have easy access to all those working in this arena)
  - **Web Site:** Promoting educational opportunities through the new web site to help residents understand the impact of invasive species on the local ecosystems. This is with collaboration with the Conservation Commission.
6. Vibrant & Efficient Economic & Social Structure (Challenge – Supporting each other by supporting local businesses and a local economy):
  - **Community Yard Sale:** Organized by the Waste/Recycling Sub-Committee in partnership with Dartmouth College, the Community Yard Sale enabled 50 households from the greater Hanover area to clean house, to buy previously owned stuff, and to engage in a festive community event.
  - **Hanover Farmers Market:** Provided learning opportunities for shoppers at the Hanover Farmers Market during the Summer 2010 season. SHC hopes to have a larger presence at the Farmers Market in the summer of 2011.
  - **Naked Table Project:** Partnered with ShackletonThomas Furniture & Pottery to host two Naked Table events. The Naked Table Project is about connecting people to each other and the land by making things by hand. NT promotes sustainable forestry, craftsmanship, local economies and community. The Montshire Museum and The Howe Library each received a donated NT from the April event; Two families, graduates of The Family Place, received tables that were donated by Hanover families from the November event. The Family Place, in Norwich, also received its first Naked Table for its newly renovated dining room. The November event involved using maple trees that were sustainably harvested from the former Water Company property.

In 2011, The Town of Hanover and the Sustainability Institute (Hartland, VT) will collaborate on developing the first community sustainability planning tool that will help towns model and better understand the consequences of policy decisions in the context of established sustainability goals.

Respectfully Submitted,  
Lyn Swett Miller, Chair

**Committee Members:** Larry Litten (Vice-Chair), Chris Soderquist (Systems Consultant), Brian Walsh (Select Board Liaison), Peter Kulbacki (Hanover Public Works), Marjorie Rogalski, Mary Ann Cadwallader, Chris Kennedy, Joanna Whitcomb (Dartmouth College).



## **Zoning Board of Adjustment**

The Zoning Board of Adjustment held 13 Public Hearings, 1 site visit, 10 deliberation sessions and 1 administrative meeting in calendar year 2010. During this period 37 applications were filed and 36 cases went forward to a public hearing. In addition, 1 Wetlands Administrative Permit was issued.

Although 2010 saw a decrease in the number of cases being heard by the Board, generally the complexity of the cases has increased the time the Board spends on each case, from applicant presentation, expert testimony, detailed scientific analysis and consultant advisory review.

While State Statute allows up to 10 Zoning Board members (5 full members and 5 alternate members) our 8 stalwart members continue to carry the load without relief. Prior to the night of the public hearing, members review a packet of information on each case, which allows them to ask relevant questions during the hearing. Following the hearing, members individually visit the property site, review the submitted information and hearing testimony, and draft preliminary case decisions. At the public deliberation session, draft decisions are read aloud, specifics of the decision are discussed, sections are revised and reworked according to the discussions, and then a final decision vote is taken.

The current members of the Zoning Board of Adjustment are Arthur Gardiner, Chair; Bill Dietrich, Vice-Chair; Carolyn Radisch, Clerk; Gert Assmus and Steve Marion. Bernie Waugh; Ruth Lappin and Sheila Buckley are alternate members.

Generally, the Zoning Board of Adjustment holds public hearings on the fourth Thursday of the month, with a deliberation meeting scheduled for the following Thursday. Interested individuals should check the hearing and deliberation schedule, especially around the holidays, as meetings are apt to be rescheduled in order to accommodate the fullest compliment of members. All hearings and meetings of the Board are open to the public.

## **Zoning Board of Adjustment Activity in 2010**

### **Zoning Board of Adjustment Cases:**

Special Exceptions	22
Variances	4
Appeals of Administrative Decisions	1
Building Code Appeals	0
Rehearings	0
Equitable Waivers	<u>2</u>
Total	<u><b>36</b></u>

### **Zoning and Use Permits:**

<u>Type:</u>	
Residential	346
Commercial	123
Institutional	<u>45</u>
Total	<u><b>514</b></u>

<u>Disposition:</u>	
Utilized	441
Abandoned	1
Returned	17
Withdrawn	9
Driveway permits	15
DES review	3
Septic review	21
Violation inquiries	4
Zoning determination inquiries	3

## Outside Agency Reports

### CATV Executive Director's Report

It is always a privilege for CATV to serve the Town of Hanover, New Hampshire. CATV has been serving the Town of Hanover since 1993. I still remember our first Selectmen's meeting we did when a community member turned to the camera told a joke to the viewing audience.

CATV has come a long way since then with new features and new innovations. One piece of equipment we have added for the Hanover Selectmen's Meetings are robotic cameras that can be controlled by one person. Not only is it innovative, but the quality of the video and audio is greatly improved.

CATV has also added a new Video on Demand service. When you go to our website ([www.catv8.org](http://www.catv8.org)) and click on the Video on Demand tab you will come to a new interface. Not only will this let you watch government meetings at home on your computer, but we can connect to the agenda items as well. All you have to do is click on the agenda item and the meeting will go right to that portion of the tape.

We also have a Video on Demand for our other programs in the public and education portion of public access television.

Last year CATV air over 1250 hours of programming that was based out of Hanover. CATV would like to thank all the volunteers and government videographers who produced these programs.

It has and always will be a privilege to work with the Town of Hanover with various government board and the citizens. CATV looks for to a great 2011.

Thank you,

Bob Franzoni  
Executive Director CATV

# **Hanover Improvement Society**

## **Report to the Town of Hanover 2011**

Owning and operating Storrs Pond Recreation Area, the Campion Ice Rink, and the Nugget Theaters is the stewardship responsibility of the membership of the Hanover Improvement Society. Management responsibility is under the direction of Matt Marshall. Dick Dodds oversees the operation of the pond and rink while M. Kaufman oversees the theaters. A volunteer board of directors, made up of corporation members, meets monthly to review the general operation of the non-profit corporation.

The charge of the corporation is to help make Hanover a better place by contributing to projects or things which will benefit the entire community. We are currently focusing a majority of our efforts to maintain and improve the infrastructure of our primary properties.

Studying opportunities to provide for new and improved amenities for users at Storrs Pond, The Nugget Theater and Campion Rink will result in long-range enjoyment for the Hanover community into the future.

We will continue to consider and support community projects which will bring positive outcomes to the most people in Hanover. Our goal is to make an excellent community better.

Randall T. Mudge  
President  
Hanover Improvement Society



## ***Upper Valley Household Hazardous Waste Committee***

*c/o Upper Valley Lake Sunapee Regional Planning Commission*

*30 Bank Street, Lebanon, NH 03766-1756*

*603-448-1680*

*www.uvhhw.org*

### **ANNUAL REPORT 2010**

During 2010 the Committee continued to maintain a regional website ([www.uvhhw.org](http://www.uvhhw.org)), provide educational outreach, and support the HHW collections.

**Home & Life Show Event Booth:** The Household Hazardous Waste Committee's booth in March 2010 featured information on collections in the area including dates and what materials are and are not accepted. Prescription and over-the-counter medicine examples and management options were provided.

Other materials included information on proper management of rechargeable batteries, fluorescent light bulbs, auto batteries, antifreeze, and mercury-containing devices such as button batteries, thermostats, and thermometers. Alternative cleaning recipes and pesticide-free lawn and garden care information were distributed. A large map displayed the household hazardous waste collections in the area in both New Hampshire and Vermont with their dates, times, and contacts for further information.

**Household Hazardous Waste Collection Support:** The committee provided volunteer support at the collections held at the Lebanon Landfill, keeping waiting times short and residents informed. A total of 498 households from Cornish, Enfield, Goshen, Hanover, Lebanon, Lempster, Lyme, Newbury, Orford, Piermont, Plainfield, Springfield, Sunapee, Unity and Wilmot brought waste to two collections at the Lebanon Landfill in July and September. Over 160 households from those towns brought waste to the Newbury, NH collection in August.

**Unwanted Medicine Collections:** Dartmouth-Hitchcock Outpatient Pharmacy partnered with the Upper Valley HHW Committee and the Upper Valley Lake Sunapee Regional Planning Commission to provide unwanted medicine collection. At the two Lebanon collections, 84 households brought unwanted medicines for proper disposal. At the Newbury, NH collection, 17 households brought unwanted medicines.

Proper handling of unwanted medicines is strictly regulated. A police officer must oversee the process and a pharmacist must determine the type of medication and document all “controlled” medicines (those addictive drugs having “street value”). The controlled substances are taken by the police officer at the end of the collection and stored at the police department until taken for incineration. The non-controlled medications are taken by the HHW contractor and incinerated with other materials collected.

The Upper Valley Household Hazardous Waste Committee is made up of volunteers from Upper Valley towns. We encourage anyone interested to attend our meetings and become involved. Contact Joyce Noll, Chair at 643-3083 for more information. We would love to talk to you.

*— Reduce the use of toxics in your home, and responsibly dispose of what waste you do generate —*



## CONNECTICUT RIVER JOINT COMMISSIONS

2009-2010

This year the Connecticut River Joint Commissions faced and dealt with a financial crisis which could have bankrupted the Organization. Through the oversight and vigilance of some of our commissioners major financial shortfalls in matching funds for grants and administrative weaknesses were discovered. The resulting shortfall in administrative funds forced us to lay-off paid staff and reduce our operating costs to bare-bones for the 2010-2011 fiscal years. We were able to return our business/office manager to part-time duty and several commissioners stepped up to the plate to continue program services and devise plans to sustain the operation and reimburse our grantors for overmatched funds.

As of this writing we have paid back all outstanding debt, continued our program commitments, largely through the help of the regional planning commissions, and met the requirements of our two state grants. We are currently planning to contract as much programming help as we can afford.

We have come through a difficult period but the future looks bright for the CRJC and its Local River Subcommittees.

Thanks to all who helped us through this difficult period.

Glenn English, Chair

New Hampshire

Connecticut River Valley Resource Com.

Thomas Kennedy, Chair

Vermont

Connecticut River Watershed Advisory Com.

**Notes...**

# **Chapter 5**

## **Miscellaneous Information**



## **The Senate of the State of New Hampshire**

**Legislative Office Building, Room 101-A, Concord, N.H. 03301-4951**

MATTHEW S. HOUDE  
District 5

Office 271-2118  
TTY/TDD  
1-800-735-2964

### **Legislative Update from Sen. Matthew Houde**

Winter in New Hampshire is supposed to be cold and snowy and it has been just that so far! Great for skiing, sledding and snowshoeing; and for those who don't prefer these outdoor activities: reading while tucked under blankets and close by the woodstove. I hope 2011 has started off well for everyone – and that the thaw has started by the time you read this!

The 2011-2012 legislative session is underway in Concord. As everyone knows, Republicans now have veto proof majorities in both the state House and the Senate so it is a very different political landscape than last session. I am now one of 5 Democrats in the Senate (last session, there were 14 Democratic Senators of the 24 total). Likewise, the House has a 3:1 ratio. Leadership has indicated, and I am hopeful, that much of the session will focus on budgetary and economic issues – figuring out ways to close any budget gap, re-visiting ways to make New Hampshire even more business friendly, and continuing efforts to keep unemployment relatively low by creating incentives for businesses to hire new employees. Federal stimulus dollars are not likely going to be available any longer and therefore cannot be used to help balance the budget. Reductions in spending and cuts to social services should be expected, as well as reform of the state retirement system and education funding. (Not only is the method that NH presently uses to fund education likely to be debated again but we are also likely to see another effort to amend the state Constitution to allow for “targeted” education aid.)

With the dramatic shift in power – and significant percentage of new members - it is inevitable that other topics will be re-visited by the Legislature. (Every bill that is introduced is given a public hearing.) Much news coverage has followed what happened early in the session in the House: In addition to the repeal of the rule banning guns in the Statehouse, bills have been introduced:

- Directing the Attorney General of New Hampshire to join a lawsuit challenging the constitutionality of the federal health care law;
- Proposing to repeal the requirement that all school districts offer public kindergarten;
- To eliminate world language, arts, health, and technology education from NH's core curriculum;

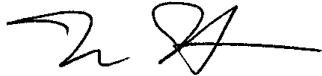


- Repealing New Hampshire's regional greenhouse gas initiative cap and trade program for controlling carbon dioxide emissions; and
- Eliminating judicial review from school funding decisions.

Among other topics likely to be re-visited include a repeal of the marriage equality law; potential changes to voter eligibility (one such effort is aimed at restricting college students from voting in NH if they were resident of another state prior to matriculating); and efforts to repeal the caps on interest rates that can be charged by predatory payday and title loan lenders. Suffice-to-say, these are not changes I would support so we'll have to see how the session develops.

As always, please do not hesitate to contact me with questions or concerns.

Regards,

A handwritten signature in black ink, appearing to read 'M Houde', with a stylized flourish at the end.

Matthew Houde  
NH Senate – District 5  
[matthew.houde@leg.state.nh.us](mailto:matthew.houde@leg.state.nh.us)



## Raymond S. Burton

338 River Road  
Bath, NH 03740  
Tel. (603) 747-3662  
Car Phone (603) 481-0863  
E-mail: [ray.burton@myfairpoint.net](mailto:ray.burton@myfairpoint.net)

*Executive Councilor  
District One*

REPORT TO THE PEOPLE 2011  
Ray Burton, Executive Councilor

Writing this report to the citizens of District One is always an interesting undertaking to try to condense on one page a quick look at where your NH State government might be headed in 2011 and the years ahead.

There have been significant changes in the membership of the Legislature and Executive Council at the NH State House. This coupled with a serious lack of money to accomplish basic needs as currently being delivered will certainly present challenges for NH House and Senate members. My suggestion is to stay in close touch with your local Senators and House Members. To find your local State Senator and House Members go to: <http://gencourt.state.nh.us/house/members/wml.aspx>  
Another good source for information is your local library or Town/City Clerks Office.

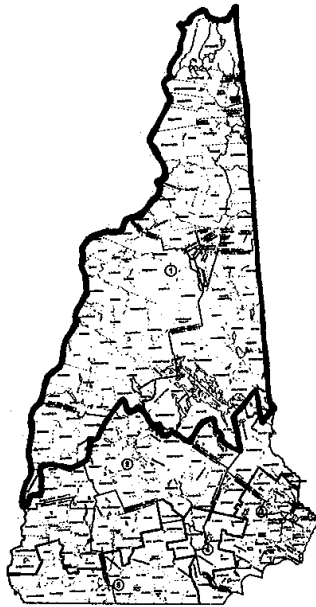
This is the planning year for the 10 year transportation plan. Highway, rail, aviation, and public transportation projects are all a part of the hearing process that the five Executive Council members will be holding. Hearings are held in each of our Districts. Local information from the area regional planning commissions is key to having successful projects included in the proposed plan which is delivered by law to the Governors desk by December 15, 2011 and then by law to the NH House and Senate by January 2012.

I cannot emphasize enough the urging of local citizens to volunteer for the dozens of volunteer boards and commissions which the Governor and Council are required to find individuals to serve on. For a list of those commissions go to: <http://www.sos.nh.gov/redbook/index.htm>. If you are interested in serving send your letter of interest and resume to Jennifer Kuzma, Governors Office, 107 North Main St., Concord, NH 03301. Tel: 603 271-2121.

There are three District Health Councils in District One that meet 3 times a year to hear directly from the Commissioner of Health and Human Services. If you are interested in being added to this list send your email address to me at [ray.burton@myfairpoint.net](mailto:ray.burton@myfairpoint.net).

As always, my office has a supply of NH Constitutions, official tourist maps and other information about the Executive Council. I am always available to speak with local groups.

It is an honor to represent your region.



### Towns in Council District #1

#### CARROLL COUNTY:

Albany, Bartlett, Chatham, Conway, Eaton, Ellingham, Freedom, Hart's Loc., Jackson, Madison, Moultonborough, Ossipee, Sandwich, Tamworth, Tiltonboro, Wakefield, Wolfeboro.

#### GRAFTON COUNTY:

Alexandria, Ashland, Bath, Benton, Bethlehem, Bridgewater, Bristol, Campton, Canaan, Dorchester, Easton, Ellsworth, Enfield, Franconia, Grafton, Groton, Hanover, Haverhill, Hebron, Holderness, Landaff, Lebanon, Lincoln, Lisbon, Livermore, Littleton, Lyman, Lyme, Monroe, Orange, Orford, Piermont, Plymouth, Rumney, Sugar Hill, Thornton, Warren, Waterville Valley, Wentworth, Woodstock

#### BELKNAP COUNTY:

Alton, Belmont, Center Harbor, Gilford, Laconia, Meredith, New Hampton, Sanbornton, Tilton

#### COOS COUNTY:

Berlin, Carroll, Clarksville, Colebrook, Columbia, Dalton, Dixville, Dummer, Errol, Gorham, Jefferson, Lancaster, Milan, Millsfield, Northumberland, Pittsburg, Randolph, Shelburne, Stewartstown, Stark, Stratford, Whitefield

#### SULLIVAN COUNTY:

Charlestown, Claremont, Cornish, Croydon, Grantham, Newport Plainfield, Springfield, Sunapee

## 2010 Summary of Legal Activity

<u>Case/Type</u>	<u>Plaintiff Attorney</u>	<u>Defendant Attorney</u>	<u>Town Legal Expenses</u>	<u>Outcome</u>
<b>Telecommunication</b>		Robert Ciandella	\$ 6,837	Ongoing Legal Research
- SegTEL, Inc.	Caroline Cole	Robert Ciandella	\$ 776	Resolved
- PUC Utility Pole Docket		Robert Ciandella	\$ 1,134	Ongoing
<b>Salvatoriello -Avellino Health Violation</b>	Sean Gorman	Laura Spector	\$ 1,138	Resolved
<b>Montgomery</b>	Atty. Girdwood	Laura Spector	\$ 4,883	ZBA Decision "affirmed" by Court
ZBA Appeal				
<b>Paragon ZBA Appeal</b>	Barry Schuster/ Robert Miller	Laura Spector	\$ 1,329	Pending
<b>Patton Zoning Violation</b>	James Mulligan	Laura Spector	\$ 3,088	Pending
<b>Municipalization of Hanover Water Works Co.</b>		McLane, Graf	\$ 22,969	Completed
<b>General Legal Advice</b>				
Municipal Law	-	Walter Mitchell	\$ 11,728	
Employment Law	-	Mark Broth	7,738	
Union Negotiations	-	Matthew Upton	2,406	
Legal Advice-Civil Matters	-	Charles Bauer	\$ 4,266	
Total General Legal Advice			\$ 26,138	
		<b>Total</b>	<b>\$ 68,292</b>	

## Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 7, 2010 and certain items amended September 13, 2010, and February 7, 2011

<u>Dept/Board</u>	<u>Type of Fee</u>	<u>Adopted FY2007-08</u>	<u>Adopted FY2008-09</u>	<u>Adopted FY2009-10</u>	<u>Adopted FY2010-11</u>
Fire	Fire Safety Crowd Control	Cost +35%	Cost +35%	Cost +35%	Cost +35%
Fire	Annual Monitoring Fee – Master Fire Box	\$300.00	\$300.00	\$300.00	\$300.00
Fire	False Alarm Charge – Fire Service	1 <sup>st</sup> : Free 2 <sup>nd</sup> : \$100.00 3 <sup>rd</sup> : \$200.00 4 <sup>th</sup> and beyond: \$300 per response	1 <sup>st</sup> : Free 2 <sup>nd</sup> : \$100.00 3 <sup>rd</sup> : \$200.00 4 <sup>th</sup> and beyond: \$300 per response	1 <sup>st</sup> : Free 2 <sup>nd</sup> : \$100.00 3 <sup>rd</sup> : \$200.00 4 <sup>th</sup> and beyond: \$300 per response	1 <sup>st</sup> : Free 2 <sup>nd</sup> : \$100.00 3 <sup>rd</sup> : \$200.00 4 <sup>th</sup> and beyond: \$300 per response
Fire	Rescheduling of Fire Alarms or Sprinkler Acceptance Test because of contractor/owner not ready for test	\$500.00	\$500.00	\$500.00	\$500.00
Fire	Fire Permits: Stand-Alone Gas Installation and/or Replacement	\$55.00	\$55.00	\$55.00	\$55.00
Fire	Fire Permits: Additional Appliances (Gas) beyond Original Permit	n/a	\$15.00/per appliance	\$15.00/per appliance	\$15.00/per appliance
Fire	Fire Permits: Stand-Alone Oil Installation and/or Replacement	\$55.00	\$55.00	\$55.00	\$55.00
Fire	Fire Permits: Additional Appliances (Oil) beyond Original Permit	n/a	\$15.00/per appliance	\$15.00/per appliance	\$15.00/per appliance
Fire	Re-inspection Fee – Gas or Oil	n/a	\$50.00	\$100.00	\$100.00
Fire	Projects Requiring Outside Consulting Assistance (where outside consulting services for plan review, testing or inspection are required)	Full cost +10% admin charge	Full cost +10% admin charge	Full cost +10% admin charge	Full cost +10% admin charge
Fire	Fire Extinguisher Training (for 1-10 students)	n/a	n/a	n/a	\$100.00
Fire	Fire Extinguisher Training (for 10 or more students)	n/a	n/a	n/a	\$10.00/student
Fire	Report Copies for Reports 1-4 Pages	n/a	n/a	n/a	\$10.00
Fire	Report Copies for Reports over 4 Pages	n/a	n/a	n/a	\$10.00 +\$.50/page over 4 pages
Ambulance	Per Capita – Hanover	\$20.19	\$21.50	\$22.31	\$22.81

## Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 7, 2010 and certain items amended September 13, 2010, and February 7, 2011

<u>Dept/Board</u>	<u>Type of Fee</u>	<u>Adopted FY2007-08</u>	<u>Adopted FY2008-09</u>	<u>Adopted FY2009-10</u>	<u>Adopted FY2010-11</u>
Ambulance	Per Capita – Lyme	\$20.19	\$21.50	\$22.31	\$22.81
Ambulance	Per Capita – Norwich	\$20.19	\$21.50	\$22.31	\$22.81
Ambulance	Community Contributions Adjustment to Cover Insurance Contractual Obligations for Ambulance Calls Originating in Community	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues
Ambulance	Report Copies for Reports 1-4 Pages	\$10.00	\$10.00	\$10.00	\$10.00
Ambulance	Report Copies for Reports over 4 Pages	\$10.00 +\$.50/page over 4 pages	\$10.00 +\$.50/page over 4 pages	\$10.00 +\$.50/page over 4 pages	\$10.00 +\$.50/page over 4 pages
Ambulance	<u>Treatment with Transport - Basic Life Support – (plus mileage)</u>	\$375.00	\$375.00	\$400.00	\$400.00
Ambulance	<u>Treatment with Transport - Advanced Life Support Level 1 – (plus mileage)</u>	\$475.00	\$475.00	\$475.00	\$475.00
Ambulance	<u>Treatment with Transport - Advanced Life Support Level 2 – (plus mileage)</u>	\$650.00	\$650.00	\$675.00	\$675.00
Ambulance	<u>Treatment with Transport - Special Care Transport</u>	\$700.00	\$700.00	\$775.00	\$775.00
Ambulance	Mileage Rate	\$11.00/mile	\$11.00/mile	\$11.00/mile	\$11.00/mile
Ambulance	<u>Treatment/No Transport – Advanced Life Support</u>	\$100.00	\$100.00	\$100.00	\$100.00
Ambulance	<u>Additional Treatment Charges (with or without Advanced Life Support Transport) – Oxygen Charge</u>	\$45.00	\$45.00	\$45.00	\$45.00
Ambulance	<u>Additional Treatment Charges (with or without Advanced Life Support Transport) – Defibrillation</u>	\$100.00	\$100.00	\$100.00	\$100.00
Ambulance	<u>Additional Treatment Charges (with or without Advanced Life Support Transport) – Esophageal Obturator Airway</u>	\$150.00	\$150.00	\$150.00	\$150.00
Ambulance	<u>Additional Treatment Charges (with or without Advanced Life Support Transport) – Endotracheal Tube Administration</u>	\$150.00	\$150.00	\$150.00	\$150.00

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Ambulance	<u>Additional Treatment Charges (with or without Advanced Life Support Transport) – Cardiac Monitoring</u>	\$100.00	\$100.00	\$100.00	\$100.00
Ambulance	<u>Additional Treatment Charges (with or without Advanced Life Support Transport) – IV/Drug Administration</u>	\$100.00	\$100.00	\$100.00	\$100.00
Ambulance	<u>Additional Treatment Charges (with or without Advanced Life Support Transport) – Medications</u>	\$50.00	\$50.00	\$50.00	\$50.00
Ambulance	Emergency Services Paramedic Intercept Charge	\$125.00	\$125.00	\$200.00	\$250.00
Ambulance	Special Event Standby	\$150.00/hour	\$150.00/hour	\$150.00/hour	\$150.00/hour
General Administration	Processing Fee for Returned Deposit Item (NSF Checks or Checks Drawn on Closed Accounts)	\$25.00	\$25.00	\$25.00	\$25.00
General Administration	Late Fee on Unpaid General Service Invoices (billed through the Town's Accounting Office) Balances over 45 Days Old	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest
General Administration	Photocopying – single page (8.5" x 11.0")	\$.25/page	\$.25/page	\$.25/page	\$.25/page
General Administration	Photocopying – single page (8.5" x 14.0")	\$.50/page	\$.50/page	\$.50/page	\$.50/page
General Administration	Photocopying – single page (11.0" x 17.0")	\$.75/page	\$.75/page	\$.75/page	\$.75/page
General Administration	Copies of Appraisal Card for Property Owner	No charge	No charge	No charge	No charge
General Administration	Copies of Appraisal Card for Requesters Other than Property Owner	\$1.00	\$1.00	\$1.00	\$1.00
General Administration	Copies of Warranty Deed	\$2.00	\$1.00/page	\$1.00/page	\$1.00/page
General Administration	Copies of Tax Map	\$2.00	\$2.00	\$2.00	\$2.00
General Administration	Copies of Tax Bills for Property Owner	No charge	No charge	No charge	No charge
General Administration	Copies of Tax Bills for Requesters Other than Property Owner	\$1.00	\$1.00	\$1.00	\$1.00

## Town of Hanover – Rate and Fee Schedule

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<u>Dept/Board</u>	<u>Type of Fee</u>	<u>Adopted FY2007-08</u>	<u>Adopted FY2008-09</u>	<u>Adopted FY2009-10</u>	<u>Adopted FY2010-11</u>
General Administration	Electronic Files from Town Databases – on diskette or e-mailed (no data filtering a/o manipulation)	\$25.00	\$25.00	\$25.00	\$25.00
General Administration	Public Voter Checklist – in any form (paper, e-mail, etc.)	n/a	n/a	n/a	\$25.00 for first 2,500 names on checklist plus \$.50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs
General Administration	Customized Reports from Town Databases (e.g., Assessment and Town Clerk Databases)	\$35.00	\$35.00	\$50.00	\$50.00
General Administration	Valuation Listing (Hardcopy) from Assessment Database (Hardcopy)	No charge	No charge	No charge	No charge
General Administration	Mailing Labels from Town Databases	\$.35/page	\$.35/page	\$.35/page	\$.50/page
General Administration	Hanover Code of Ordinances and Regulations	\$25.00	\$25.00	\$25.00	\$25.00
General Administration	Hanover Master Plan - 2003	\$25.00	\$25.00	\$25.00	\$25.00
General Administration	Master Plan Land Use Concept Map	\$3.00	\$3.00	\$3.00	\$3.00
General Administration	Zoning Ordinance with Map	\$8.00	\$10.00	\$10.00	\$10.00
General Administration	Zoning Map	\$3.00	\$3.00	\$3.00	\$3.00
General Administration	Subdivision Regulations	\$4.00	\$4.00	\$4.00	\$4.00
General Administration	Copies of Recorded Tapes	\$5.00 each	\$5.00 each	\$5.00 each	\$5.00 each
General Administration	Site Plan Regulations	\$3.00	\$4.00	\$4.00	\$4.00
General Administration	Building Code Ordinance	\$3.00	\$3.00	\$3.00	\$3.00
General Administration	Open Space, Water Resources, and Other One-Sided Color Maps	\$.50	\$1.00	\$1.00	\$1.00

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General Administration	Trail Maps – Combined Area Trails	\$4.00/each	\$4.00/each	\$4.00/each	\$4.00/each
General Administration	Notary Public Services – per signature – Non-Residents	\$5.00	\$5.00	\$5.00	\$5.00
General Administration	Notary Public Services – per signature for Hanover Residents (NH ID showing Hanover address must be presented)	No charge	No charge	No charge	No charge
General Administration	Vendor Permit - Daily	\$15.00	\$15.00	\$15.00	\$15.00
General Administration	Vendor Permit for 9 Months beginning March 1 and ending November 30	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
General Administration	Pole License	\$10.00	\$10.00	\$10.00	\$10.00
General Administration	Articles of Agreement (Filing Fee)	\$5.00	\$5.00	\$5.00	\$5.00
General Administration	Landlord's Agent Filing Fee	n/a	n/a	n/a	\$15.00
General Administration	Vital Statistics (e.g., Certified Copy of Birth Certificate)	\$12.00	\$12.00	\$12.00	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time
General Administration	Marriage License Fees	\$45.00	\$45.00	\$45.00	\$50.00
Highway	Driveway Permits	\$50.00	\$50.00	\$75.00	\$75.00
Highway	Private Construction - Class VI Highway Permit	\$100.00	\$100.00	\$100.00	\$100.00
Highway	Excavation Permits	\$50.00	\$50.00	\$75.00	\$75.00
Howe Library and Etna Town Library	Overdue Materials Fine (with exceptions below)– before 2 <sup>nd</sup> Notice	\$.10/day	\$.10/day	\$.10/day	\$.10/day
Howe Library and Etna Town Library	Overdue Fine for videos, DVDs, CD-ROMs, art prints and reference books	\$1.00/day	\$1.00/day	\$1.00/day	\$1.00/day
Howe Library	Interlibrary Loan Fee – all fee payers per transaction	\$10.00	\$10.00	\$10.00	\$10.00
Howe Library	Museum Pass Non-Pickup Fee	n/a	\$5.00	\$5.00	\$5.00
Howe Library	Museum Pass Overdue Return Fee	n/a	\$5.00/day	\$5.00/day	\$5.00/day



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Howe Library	Amazon Kindle (electronic book display) Overdue Fee	n/a	n/a	\$1.00/day	\$1.00/day
Howe Library and Etna Town Library	Non-Resident Family – 12 Month Membership	\$110.00	\$115.00	\$120.00	\$120.00
Howe Library and Etna Town Library	Non-Resident Family – 3 Month Membership	\$35.00	\$50.00	\$50.00	\$50.00
Howe Library and Etna Town Library	Non-Resident Senior Citizen – 12 Month Membership (65+)	\$80.00	\$80.00	\$80.00	\$80.00
Howe Library and Etna Town Library	Dresden Student Card; (Dresden Tuition Students – paid for by SAU, not by student)	\$15.00	\$15.00	\$15.00	\$15.00
Howe Library and Etna Town Library	Dresden Employee Card	n/a	n/a	No charge	No charge
Howe Library and Etna Town Library	Resident Childcare Providers – A proportion of the Non-Resident Family 12-Month Membership fee of \$115.00 based on percentage of non-resident children whose families do not have Howe Library non-resident memberships; borrowing limits apply	varies	varies	varies	varies
Howe Library and Etna Town Library	Non-Resident Childcare Providers; borrowing limits apply	\$100.00	\$115.00	\$120.00	\$120.00
	<b><u>Zoning and Building Permits:</u></b>				
Zoning and Building Permits	<u>Minimum Permit Fee</u> Residential:	\$25.00	\$25.00	\$25.00	\$60.00
	Commercial, Institutional, Multi-Family, and Other Non-Single-and-Two-Family-Residential Construction, Additions, Renovations, Alterations:	\$50.00	\$50.00	\$50.00	\$85.00

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<b><u>Dept/Board</u></b>	<b><u>Type of Fee</u></b>	<b><u>Adopted FY2007-08</u></b>	<b><u>Adopted FY2008-09</u></b>	<b><u>Adopted FY2009-10</u></b>	<b><u>Adopted FY2010-11</u></b>
Zoning and Building Permits	Single- and Two-Family Houses	\$25.00 plus \$0.50/sq.ft.	\$25.00 plus \$0.50/sq.ft.	\$25.00 plus \$0.50/sq.ft.	\$60.00 plus \$0.50/sq.ft.
Zoning and Building Permits	Residential Renovations	\$0.25/sq.ft.	\$0.25/sq.ft.	\$0.25/sq.ft.	\$60.00 plus \$0.25/sq.ft.
Zoning and Building Permits	Non-Habitable Structures Accessory to One- and Two-Family Residential: Porch, garage, shed, fence, pool, temporary trailer, retaining wall, and similar	\$0.25/sq.ft.	\$0.25/sq.ft.	\$0.25/sq.ft.	\$60.00 plus \$0.25/sq.ft.
Zoning and Building Permits	Commercial, Institutional, Multi-Family, and Other Non-Single-and-Two-Family-Residential Construction, Additions, Renovations, Alterations:	\$50.00 plus:	\$50.00 plus:	\$50.00 plus:	\$85.00 plus:
	for Portion of Construction Cost up to \$10,000,000	\$5.50 per \$1,000 of Construction Cost	\$5.50 per \$1,000 of Construction Cost	\$5.50 per \$1,000 of Construction Cost	\$5.50 per \$1,000 of Construction Cost
	for Portion of Construction Cost between \$10,000,001 and \$20,000,000	\$4.15 per \$1,000 of Construction Cost	\$4.15 per \$1,000 of Construction Cost	\$4.15 per \$1,000 of Construction Cost	\$4.15 per \$1,000 of Construction Cost
	for Portion of Construction Cost Exceeding \$20,000,000	\$1.85 per \$1,000 of Construction Cost	\$1.85 per \$1,000 of Construction Cost	\$1.85 per \$1,000 of Construction Cost	\$1.85 per \$1,000 of Construction Cost
Zoning and Building Permits	Sign, Awning, or Canopy	\$25.00, plus \$30.00 for electrical or foundation	\$25.00, plus \$30.00 for electrical or foundation	\$25.00, plus \$30.00 for electrical or foundation	\$35.00, plus \$30.00 for any structural or electrical
Zoning and Building Permits	Moving or Demolition	\$75.00	\$75.00	\$75.00	\$110.00
Zoning and Building Permits	Revision Plan Review and Partial Submissions	\$50.00 per hour of review time	\$50.00 per hour of review time	\$50.00 per hour of review time	\$50.00 per hour of review time

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Zoning and Building Permits	Projects Requiring Outside Consulting Assistance (where outside consulting services for plan review, testing or inspection are required)	The Town of Hanover has 60 days to review complete applications. In the event an applicant wants expedited review, or the Building Inspector deems the scope and complexity of the project to warrant outside review, the applicant shall, in addition to fees specified herein, pay costs of review by a third-party consultant selected by the Town.			
Zoning and Building Permits	Zoning Permit Only	\$25.00	\$35.00	\$35.00	\$35.00
Zoning and Building Permits	Blanket Permit per Project (Sec. IX of Building Code Adoption Ordinance)	\$30.00	\$30.00	\$30.00	\$30.00
Zoning and Building Permits	Application Resubmittal	n/a	n/a	n/a	Equal to minimum permit fee
Zoning and Building Permits	Permit Extension	n/a	n/a to \$50.00	n/a to \$50.00	\$50.00
Zoning and Building Permits	Re-Inspection	\$50.00	\$50.00	\$50.00	\$50.00
Zoning and Building Permits	Additional Inspections	\$50.00	\$50.00	\$50.00	\$50.00
Zoning and Building Permits	Wetlands Administrative Permit	\$50.00 plus actual costs of notifying abutters	\$50.00 plus actual costs of notifying abutters	\$50.00 plus actual costs of notifying abutters	\$50.00 plus actual costs of notifying abutters
Zoning and Building Permits	Septic Design Review, prerequisite for DES Review	n/a	n/a	n/a	\$35.00
	<b><u>Zoning Board of Adjustment:</u></b>				
Zoning Board of Adjustment	Special Exception	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters
Zoning Board of Adjustment	Variance	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters

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Zoning Board of Adjustment	Appeal of Administrative Decision	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters
Zoning Board of Adjustment	Equitable Waiver	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters
Zoning Board of Adjustment	Hearing Under RSA 674:41	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters
Zoning Board of Adjustment	Rehearing (to be Refunded if Relief Granted)	\$50.00, plus actual costs of notifying abutters	\$50.00, plus actual costs of notifying abutters	\$50.00, plus actual costs of notifying abutters	\$50.00, plus actual costs of notifying abutters
	<b><u>Planning Board:</u></b>				
Planning Board	Subdivisions, All Types, payable at time of design review application	\$200 base fee plus \$100 per lot, plat, site, or other division of land including units per RSA 672:14, plus actual costs of notifying abutters	\$200 base fee plus \$100 per lot, plat, site, or other division of land including units per RSA 672:14, plus actual costs of notifying abutters	\$200 base fee plus \$100 per lot, plat, site, or other division of land including units per RSA 672:14, plus actual costs of notifying abutters	\$200 base fee plus \$100 per lot, plat, site, or other division of land including units per RSA 672:14, plus actual costs of notifying abutters
Planning Board	Site Plan Review – Minor Projects Base Fee; plus additional based on Estimated Full Cost of Construction (ECC), as verified by the Building Inspector	n/a	n/a	n/a	\$50.00, plus actual costs of notifying abutters; plus \$5.00 per \$10,000 of ECC

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Planning Board	Site Plan Review Major Projects Base Fee	\$500.00, plus actual costs of notifying abutters, plus:	\$500.00, plus actual costs of notifying abutters, plus:	\$500.00, plus actual costs of notifying abutters, plus:	\$500.00, plus actual costs of notifying abutters, plus:
	Plus additional cumulative as follows, based on Estimated Full Cost of Construction (ECC), as verified by the Building Inspector:				
	\$0 to \$2,500,000 ECC	\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC
	\$2,500,001 to \$5,000,000 ECC	\$4.00 per \$10,000 of ECC	\$4.00 per \$10,000 of ECC	\$4.00 per \$10,000 of ECC	\$4.00 per \$10,000 of ECC
	\$5,000,001 to \$10,000,000 ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC
	\$10,000,001 to \$15,000,000 ECC	\$2.00 per \$10,000 of ECC	\$2.00 per \$10,000 of ECC	\$2.00 per \$10,000 of ECC	\$2.00 per \$10,000 of ECC
	\$15,000,001 to \$20,000,000 ECC	\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC
	Over \$20,000,000 ECC	\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC
Planning Board	Modification to Any of the Above	\$200.00	\$200.00	\$200.00	\$200.00
Planning Board	Minor Lot Line Adjustment	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters

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Planning and Zoning	Boundary Agreement	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters
Planning Board	Lot Merger	n/a	n/a	n/a	\$50.00, includes fee for Registry of Deeds
Police	Pistol Permits (4 year Permit)	\$10.00	\$10.00	\$10.00	\$10.00
Police	Special Services Detail – Police Personnel	<p>\$50.29/hour (\$37.25/hr for officer + 35% admin. chg.); plus signage and barricade rental, if required</p> <p>Note: Certain Non-Profits may qualify for reduction in the admin. chg. from 35% to 14%</p>	<p>\$51.80 (\$38.37/hr for officer + 35% admin. chg.); plus signage and barricade rental, if required</p> <p>Note: Certain Non-Profits may qualify for reduction in the admin. chg. from 35% to 14%</p>	<p>\$54.58 (\$38.75/hr for officer + 5.85% for State Share of Retirement Contribution + 35% admin. chg.); plus signage and barricade rental, if required</p> <p>Note: Certain Non-Profits may qualify for reduction in the admin. chg. from 35% to 14%</p>	<p>\$55.83 (\$39.91/hr for officer + 4.88% for State Share of Retirement Contribution + 35% admin. chg.); plus signage and barricade rental, if required</p> <p>Note: Certain Non-Profits may qualify for reduction in the admin. chg. from 35% to 14%</p>
Police	Reports (Flat Fee)	\$15.00	\$20.00	\$20.00	\$20.00
Police	Fingerprints (Non-Resident)	\$20.00	\$20.00 for first 2 cards and \$5.00 for each additional card	\$20.00 for first 2 cards and \$5.00 for each additional card	\$20.00 for first 2 cards and \$5.00 for each additional card
Police	Digital Images from Police Reports (e.g., photos on CD, DVD of Cruiser Video used for Discovery)	n/a	n/a	\$25.00	\$25.00
Police	Alcohol Diversion: Ages 12-15	\$400.00	\$400.00	\$400.00	\$400.00
Police	Alcohol Diversion: Ages 16-20	\$400.00	\$400.00	\$400.00	\$400.00

## Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 7, 2010 and certain items amended September 13, 2010, and February 7, 2011

<u>Dept/Board</u>	<u>Type of Fee</u>	<u>Adopted FY2007-08</u>	<u>Adopted FY2008-09</u>	<u>Adopted FY2009-10</u>	<u>Adopted FY2010-11</u>
Police	Marijuana Diversion – under 17	\$400.00	\$400.00	\$400.00	\$400.00
Police	Penalty to Reschedule 2 <sup>nd</sup> Diversion Counseling Session	\$75.00	\$75.00	\$75.00	\$75.00
Police	Alarm Connection Fee – One-Time Charge	\$75.00	\$75.00	\$75.00	\$85.00
Police	Annual Alarm Monitoring Fee	\$325.00 within Town; \$425.00 out-of-Town	\$325.00 within Town; \$425.00 out-of-Town	\$325.00 within Town; \$425.00 out-of-Town	\$355.00 within Town; \$450.00 out-of-Town pro-rated monthly
Police	Police Service – Residential	\$50.00	\$50.00	\$50.00	\$50.00
Police	Police Service – Commercial	\$50.00	\$50.00	\$50.00	\$50.00
Police	Penalty Charge for Inaccurate Call List	\$10.00	\$10.00	\$10.00	\$10.00
Police	<u>Dog License</u> – Neutered Male and Female; and Puppies Under 7 Mos.	\$6.50	\$6.50	\$6.50	\$6.50
Police	<u>Dog License</u> – Unneutered Male and Female	\$9.00	\$9.00	\$9.00	\$9.00
Police	<u>Dog License</u> – First Dog – Sr. Citizen Owner	\$2.00	\$2.00	\$2.00	\$2.00
Police	<u>Dog License</u> – Late Fee per Month after May 31	\$1.00	\$1.00	\$1.00	\$1.00
Police	<u>Dog License</u> – Group License for 5 or more Dogs	\$20.00	\$20.00	\$20.00	\$20.00
Police	Nuisance Dog Fine	\$25.00	\$25.00	\$25.00	\$25.00
Police	Menace Dog Fine	\$50.00	\$50.00	\$50.00	\$50.00
Police	Vicious Dog Fine	\$100.00	\$100.00	\$100.00	\$100.00
Police	Unlicensed Dog Fine	\$25.00	\$25.00	\$25.00	\$25.00
Parking	<u>Lot Rentals</u> – Peripheral Space Monthly Rentals	\$35.00	\$35.00	\$35.00	\$35.00
Parking	<u>Lot Rentals</u> – CBD (Commercial Business District) Space Monthly Rentals	\$75.00	\$75.00	\$75.00	\$75.00
Parking	<u>Lot Rentals (Lease w/6 mo. Commitment)</u> – Facility Space Monthly Rentals Level 2	\$140.00	\$140.00	\$140.00	\$140.00
Parking	<u>Lot Rentals (Lease w/6 mo. Commitment)</u> – Facility Space Monthly Rentals Level 3	\$100.00	\$100.00	\$100.00	\$100.00

## Town of Hanover – Rate and Fee Schedule

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<u>Dept/Board</u>	<u>Type of Fee</u>	<u>Adopted FY2007-08</u>		<u>Adopted FY2008-09</u>		<u>Adopted FY2009-10</u>		<u>Adopted FY2010-11</u>	
Parking	<u>Lot Rentals (Lease w/6 mo. Commitment)</u> – Facility Space Monthly Rentals Level 4	\$100.00		\$100.00		\$100.00		\$100.00	
Parking	<u>Lot Rentals</u> – Monthly Facility Pass	\$150.00		\$150.00		\$150.00		\$150.00	
Parking	<u>Lot Rentals</u> – ZBA (Zoning Board of Adjustment) Required Monthly Lot Rentals	\$75/space		\$75/space		\$75/space		\$75/space	
Parking	Temporary Parking Permits	\$7.50/day		\$7.50/day		\$7.50/day		\$7.50/day	
Parking	<u>30 Consecutive Day Parking Permit</u> – Hovey Lane and lower Lebanon Street	\$35.00		\$35.00		\$35.00		\$35.00	
Parking	<u>Annual Parking Permits</u> – Replacement of Misplaced Permits	\$10.00		\$10.00		\$10.00		\$10.00	
Parking	<u>Annual Parking Permits</u> – Fee for Lost or Unreturned Parking Permits	\$10.00		\$10.00		\$10.00		\$10.00	
<b>Town Parking Garage Rates – Please Note: Total parking facility charge increases every additional 10-15 minutes stay between hours.</b>									
		Hourly Rate	Total \$	Hourly Rate	Total \$	Hourly Rate	Total \$	Hourly Rate	Total \$
Parking	<u>Town Parking Garage – Short Term Rates</u> – 1 <sup>st</sup> Half Hour	Free	\$-0-	Free	\$-0-	Free	\$-0-	Free	\$-0-
Parking	<u>Town Parking Garage – Short Term Rates</u> – 2 <sup>nd</sup> Half Hour	\$ .50	\$ .50	\$ .50	\$ .50	\$ .50	\$ .50	\$ .50	\$ .50
Parking	<u>Town Parking Garage – Short Term Rates</u> – 2 <sup>nd</sup> Hour	\$ .75	\$1.25	\$ .75	\$1.25	\$ .75	\$1.25	\$ .75	\$1.25
Parking	<u>Town Parking Garage – Short Term Rates</u> – 3 <sup>rd</sup> Hour	\$1.00	\$2.25	\$1.00	\$2.25	\$1.00	\$2.25	\$1.00	\$2.25
Parking	<u>Town Parking Garage – Short Term Rates</u> – 4 <sup>th</sup> Hour	\$2.00	\$4.25	\$2.00	\$4.25	\$2.00	\$4.25	\$2.00	\$4.25
Parking	<u>Town Parking Garage – Short Term Rates</u> – 5 <sup>th</sup> Hour	\$2.50	\$6.75	\$2.50	\$6.75	\$2.50	\$6.75	\$2.50	\$6.75
Parking	<u>Town Parking Garage – Short Term Rates</u> – 6 <sup>th</sup> Hour	\$2.50	\$9.25	\$2.50	\$9.25	\$2.50	\$9.25	\$2.50	\$9.25
Parking	<u>Town Parking Garage – Short Term Rates</u> – 7 <sup>th</sup> Hour	\$3.75	\$13.00	\$3.75	\$13.00	\$3.75	\$13.00	\$3.75	\$13.00
Parking	<u>Town Parking Garage – Short Term Rates</u> – 8 <sup>th</sup> Hour and Over	\$2.00	\$15.00	\$2.00	\$15.00	\$2.00	\$15.00	\$2.00	\$15.00



## Town of Hanover – Rate and Fee Schedule

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<u>Dept/Board</u>	<u>Type of Fee</u>	<u>Adopted FY2007-08</u>	<u>Adopted FY2008-09</u>	<u>Adopted FY2009-10</u>	<u>Adopted FY2010-11</u>
Parking	<u>Town Parking Garage – Short Term Rates</u> – Parking between 6:00 p.m. and 9:00 p.m. Flat Rate Monday thru Friday	\$1.00	\$1.00	\$1.00	\$1.00
Parking	<u>Town Parking Garage – Short Term Rates</u> – Saturdays Only Park Less than 3 Hours	No Charge	No Charge	No Charge	No Charge
Parking	<u>Town Parking Garage – Validation Stickers</u> One Hour @ \$0.50 each (minimum purchase 96)	\$48.00	\$48.00	\$48.00	\$48.00
Parking	<u>Town Parking Garage – Validation Stickers</u> One Hour Bulk @ \$0.35 each (minimum purchase 984)	\$344.40	\$344.40	\$344.40	\$344.40
Parking	<u>Town Parking Garage – Validation Stickers</u> All-Day @ \$15.00 each (minimum purchase 10)	\$150.00	\$150.00	\$150.00	\$150.00
Parking	<u>Town Parking Garage – Gate Pass Card Reactivation Fee</u>	n/a	n/a	n/a	\$10.00
Parking	<u>Meter Violations – Expired Meter</u>	\$10.00	\$10.00	\$10.00	\$10.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$20.00	\$20.00	\$20.00	\$20.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$30.00	\$30.00	\$30.00	\$30.00
Parking	<u>Meter Violations – Overtime Violation (2 Hr. Zone)</u>	\$30.00	\$30.00	\$30.00	\$30.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	<u>Meter Violations – Overtime Meter Feeding</u>	\$20.00	\$20.00	\$20.00	\$20.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$40.00	\$40.00	\$40.00	\$40.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$50.00	\$50.00	\$50.00	\$50.00
Parking	<u>Meter Violations – 2<sup>nd</sup> Meter Ticket This Date</u>	\$15.00	\$15.00	\$15.00	\$15.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$30.00	\$30.00	\$30.00	\$30.00

## Town of Hanover – Rate and Fee Schedule

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<u>Dept/Board</u>	<u>Type of Fee</u>	<u>Adopted FY2007-08</u>	<u>Adopted FY2008-09</u>	<u>Adopted FY2009-10</u>	<u>Adopted FY2010-11</u>
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$40.00	\$40.00	\$40.00	\$40.00
Parking	<u>Meter Violations</u> – 3 <sup>rd</sup> <b>Meter Ticket This Date</b>	\$30.00	\$30.00	\$30.00	\$30.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	<u>Meter Violations</u> – <b>Towing Charge (Winter Parking Ban)</b>	\$50.00	\$50.00	\$50.00	\$50.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$100.00	\$100.00	\$100.00	\$100.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$110.00	\$110.00	\$110.00	\$110.00
Parking	<u>Meter Violations</u> – <b>Handicapped Space</b>	\$250.00	\$250.00	\$500.00	\$500.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$500.00	\$500.00	\$1,000.00	\$1,000.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$510.00	\$510.00	\$1,000.00	\$1,000.00
Parking	<u>Meter Violations</u> – <b>No Parking 12:01 a.m. – 7:00 a.m.; 2:00 a.m. – 6:00 a.m.</b>	\$30.00	\$30.00	\$30.00	\$30.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	<u>Meter Violations</u> – <b>Parking in Prohibited Zone</b>	\$30.00	\$30.00	\$30.00	\$30.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	<u>Meter Violations</u> – <b>Parking in Prohibited Zone *Enhanced Fine*</b>	\$40.00	\$40.00	\$40.00	\$40.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$80.00	\$80.00	\$80.00	\$80.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$90.00	\$90.00	\$90.00	\$90.00
Parking	<u>Meter Violations</u> – <b>No Town Permit</b>	\$30.00	\$30.00	\$30.00	\$30.00

## Town of Hanover – Rate and Fee Schedule

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<u>Dept/Board</u>	<u>Type of Fee</u>	<u>Adopted FY2007-08</u>	<u>Adopted FY2008-09</u>	<u>Adopted FY2009-10</u>	<u>Adopted FY2010-11</u>
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	<u>Meter Violations</u> – <b>Left Wheels to Curb</b>	\$30.00	\$30.00	\$30.00	\$30.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	<u>Meter Violations</u> – <b>Loading/Bus Zone</b>	\$75.00	\$75.00	\$75.00	\$75.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$150.00	\$150.00	\$150.00	\$150.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$160.00	\$160.00	\$160.00	\$160.00
Parking	<u>Meter Violations</u> – <b>Improper Parking</b>	\$30.00	\$30.00	\$30.00	\$30.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	<u>Meter Violations</u> – <b>Parking on Sidewalk</b>	\$30.00	\$30.00	\$30.00	\$30.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	<u>Meter Violations</u> – <b>Parking in Restricted Area</b>	\$30.00	\$30.00	\$30.00	\$30.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	<u>Meter Violations</u> – <b>Parking in Violation of Site Plan Approval</b>	n/a	n/a	n/a	\$30.00
Parking	<u>Meter Violations</u> – Fine After 14 Days	n/a	n/a	n/a	\$60.00
Parking	<u>Meter Violations</u> – Fine After 28 Days	n/a	n/a	n/a	\$70.00
Parking	Summons Surcharge (Certified Mailer plus Postage)	\$5.00	\$5.00	n/a	n/a
Parking	Boot Removal Fee	\$50.00	\$50.00	\$50.00	\$50.00

## Town of Hanover – Rate and Fee Schedule

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<u>Dept/Board</u>	<u>Type of Fee</u>	<u>Adopted FY2007-08</u>	<u>Adopted FY2008-09</u>	<u>Adopted FY2009-10</u>	<u>Adopted FY2010-11</u>
Public Grounds	Cemetery Lots – Hanover Residents	\$400.00	\$400.00	\$400.00	\$400.00
Public Grounds	Cemetery Lots – Non-Residents	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Public Grounds	Interment	\$400.00	\$400.00	\$600.00	\$600.00
Public Grounds	Cremation Interment	\$100.00	\$100.00	\$100.00	\$100.00
Public Grounds	Gravestone Foundation	\$500.00	\$500.00	\$500.00	\$500.00
Public Grounds	Project Inspection	\$75.00/hr	\$75.00/hr	\$75.00/hr	\$75.00/hr
Parks and Recreation	<u>Athletic Programs Resident Fees</u> – Baseball, Softball, Soccer, Basketball, Field Hockey, Volleyball, Track	\$40.00	\$40.00	\$50.00	\$50.00
Parks and Recreation	<u>Athletic Programs Non-Resident Fees</u> – Baseball, Softball, Soccer, Basketball, Field Hockey, Volleyball, Track	\$50.00	\$50.00	\$60.00	\$60.00
Parks and Recreation	<u>Athletic Programs All Basketball Participants</u> – Facilities Usage Fee Made Payable to SAU #70	n/a	\$35.00	\$40.00	\$40.00
Parks and Recreation	<u>Athletic Programs Resident Fees</u> – Girls Lacrosse	\$50.00	\$50.00	\$50.00	\$50.00
Parks and Recreation	<u>Athletic Programs Non-Resident Fees</u> – Girls Lacrosse	\$60.00	\$60.00	\$60.00	\$60.00
Parks and Recreation	<u>Athletic Programs Resident Fees</u> – Boys Lacrosse	\$60.00	\$60.00	\$65.00	\$65.00
Parks and Recreation	<u>Athletic Programs Non-Resident Fees</u> – Boys Lacrosse	\$70.00	\$70.00	\$75.00	\$75.00
Parks and Recreation	<u>Athletic Programs Resident Fees</u> – Football	\$60.00	\$60.00	\$65.00	\$65.00
Parks and Recreation	<u>Athletic Programs Non-Resident Fees</u> – Football	\$70.00	\$70.00	\$75.00	\$75.00
Parks and Recreation	<u>Athletic Programs</u> – Adult Softball Team Entry Fee	\$22.00/game	\$22.00/game	\$22.00/game	\$22.00/game
Parks and Recreation	<u>Athletic Programs Resident Fees</u> – Adult Softball	\$8.00/player	\$8.00/player	\$8.00/player	\$8.00/player
Parks and Recreation	<u>Athletic Programs Non-Resident Fees</u> – Adult Softball	\$16.00/player	\$16.00/player	\$16.00/player	\$16.00/player
Parks and Recreation	Late Registration Fee for Registrations Received after Deadline	\$15.00	\$15.00	\$20.00	\$20.00
Parks and Recreation	Instructional Athletic Programs Resident Fees	\$25.00	\$25.00	\$30.00	\$30.00

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<b><u>Dept/Board</u></b>	<b><u>Type of Fee</u></b>	<b><u>Adopted FY2007-08</u></b>	<b><u>Adopted FY2008-09</u></b>	<b><u>Adopted FY2009-10</u></b>	<b><u>Adopted FY2010-11</u></b>
Parks and Recreation	Instructional Athletic Programs Non-Resident Fees	\$35.00	\$35.00	\$40.00	\$40.00
Parks and Recreation	Dragonfly Summer Day Camp (Full Session of 6 wks) Resident Fees Per Morning or Afternoon Session	\$150.00	\$175.00	\$175.00	\$175.00
Parks and Recreation	Dragonfly Summer Day Camp (Full Session of 6 wks) Non-Resident Fees Per Morning or Afternoon Session	\$300.00	\$350.00	\$350.00	\$350.00
Parks and Recreation	Dragonfly Summer Day Camp (Session of 1 wk) Resident Fees Full Days Only	n/a	n/a	\$85.00	\$85.00
Parks and Recreation	Dragonfly Summer Day Camp (Session of 1 wk) Non-Resident Fees Full Days Only	n/a	n/a	\$170.00	\$170.00
Parks and Recreation	Dragonfly Summer Day Camp (Daily Rate) Resident Fees Full Days Only	n/a	n/a	\$20.00/day	\$20.00/day
Parks and Recreation	Dragonfly Summer Day Camp (Daily Rate) Non-Resident Fees Full Days Only	n/a	n/a	\$40.00/day	\$40.00/day
Parks and Recreation	Circle H Camp for Rising Kindergartners (5 days/week for 6 wks) – Residents Only	\$100.00	\$125.00	\$125.00	\$125.00
Parks and Recreation	Mini-Camps – Resident Fees	\$20.00/day	\$30.00/day	\$30.00/day	\$30.00/day
Parks and Recreation	Mini-Camps – Non-Resident Fees	\$35.00/day	\$40.00/day	\$40.00/day	\$40.00/day
Parks and Recreation	Tween Camp –Resident Fees	n/a	\$70.00/wk	\$70.00/wk	\$85.00/wk
Parks and Recreation	Tween Camp – Non-Resident Fees	n/a	\$140.00/wk	\$140.00/wk	\$170.00/wk
Parks and Recreation	Camp Quest –Resident Fees	n/a	\$50.00/day or \$200.00/wk	\$50.00/day or \$200.00/wk	\$50.00/day or \$200.00/wk
Parks and Recreation	Camp Quest – Non-Resident Fees	n/a	\$60.00/day or \$240.00/wk	\$60.00/day or \$240.00/wk	\$60.00/day or \$240.00/wk

## Town of Hanover – Rate and Fee Schedule

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Parks and Recreation	Adult and Youth Instructional Programs – Fees Determined Based on Instructors’ Costs and Administrative and Materials Costs; Program Revenue is split 70/30 between the Instructor and the Recreation Department; Instructor may keep 70% of total income earned up to a maximum of \$75.00/hour after expenses.			varies	varies
Parks and Recreation	Athletic Field Rental	Up to \$100.00 per field per day	Up to \$100.00 per field per day	Up to \$100.00 per field per day	Up to \$125.00 per field per day
Parks and Recreation	Rental of Equipment	Up to \$25.00 for use of Recreational Equipment	Up to \$25.00 for use of Recreational Equipment	Up to \$25.00 for use of Recreational Equipment	Up to \$25.00 for use of Recreational Equipment
Parks and Recreation	Basketball Tournament Fees	\$30.00 per team	\$30.00 per team	\$30.00 per team	\$30.00 per team
Parks and Recreation	Middle School Dance Admission	\$4.00	\$4.00	\$5.00	\$5.00
Parks and Recreation	<b>Rental of R.W. Black Community and Senior Center Facilities – see Attached Schedule</b>				
Recycling	Recycling Bins	\$5.00	\$7.00	\$7.00	\$7.00
Trash Dumping	Dump Ticket to City of Lebanon Landfill (includes surcharge to partially fund curbside recycling program)	\$1.50 for disposal of 30 pounds	\$15.00 for punch-card of 10 punches; disposal of 29 pounds per punch	\$15.00 for punch-card of 10 punches; disposal of 29 pounds per punch	\$15.00 for punch-card of 10 punches; disposal of 29 pounds per punch

# **Richard W. Black Recreation and Senior Center Fee Structure for FY2010-11**

**Adopted by the Board of Selectmen: June 7, 2010**

Security and Key Deposits will be reviewed on individual basis.

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**Category #1    --        No Charge**

Hanover Recreation Department programs, Town Functions, Programs run by the Senior Center, Youth in Action, or Town of Hanover After School Program.

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**Category #2    --        No Charge**

Hanover based organizations that are not charging admission, dues, participation fee or paying instructors through an organization to run a program and are serving Hanover Residents only.

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**Category #3    --        \$ 25.00 Hour {Per Room}**

Hanover based organizations that are charging admission, dues, participation fees or paying instructors through an organization to run a program and are serving Hanover residents only.

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**Category #4    --        \$35.00 Hour {Per Room}**

Non Hanover based organizations groups that are serving a regional area.

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**Category #5    Flat Fee {Multi Purpose Room, Room 106-107-108 Only} {Prices based on 4 hour time slots}**

|                                                     |       |                                |       |
|-----------------------------------------------------|-------|--------------------------------|-------|
| Residents {Hanover/Etna}                            | \$100 | Non-Residents                  | \$150 |
| Banquets {Multi Purpose Room}                       |       |                                |       |
| Hanover School                                      | \$125 | Non-Hanover                    | \$175 |
| Fundraising Events                                  | \$175 | Hanover Based Groups           |       |
|                                                     | \$200 | Dresden School District Groups |       |
|                                                     | \$275 | Non-Hanover Based Groups       |       |
| All Political Organizations    {Multi Purpose Room} |       |                                | \$300 |

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One Day Special Events such as birthday parties, political events, service organizations, social events and banquets, to mention a few, will be charged a flat fee per four hours of usage. Special equipment is available for use during the events at an additional fee. Example: Bouncy Castle \$45 per 4 hour use.

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Last Revised: June 2009

1. The programs conducted by the Hanover Recreation Staff, Senior Center Staff, Town of Hanover After School Program or any Town of Hanover government activities will be exempt from building fees.
2. Special rooms such as craft, kitchen could include additional fees for supplies.
3. Those activities that wish to store equipment while running programs will be charged a storage fee ranging from \$25-\$50 a month depending on quantity.
4. PA system, along with other special equipment, is available and a fee could be charged.
5. If any additional work needs to be done for set up an additional fee could be charged.

## Town of Hanover – Water Rates

Adopted by the Board of Selectmen: June 7, 2010

|                   | <u><b>2008 HWWCo Water Rates</b></u> |                                                     | <u><b>2009 HWWCo Water Rates</b></u> |                                                     | <u><b>Adopted FY2010-2011 Water Rates</b></u> |                                                     |
|-------------------|--------------------------------------|-----------------------------------------------------|--------------------------------------|-----------------------------------------------------|-----------------------------------------------|-----------------------------------------------------|
| <u>Meter Size</u> | <u>Quarterly Base Charge</u>         | <u>Flow Charge per 100 Cubic Feet of Water Used</u> | <u>Quarterly Base Charge</u>         | <u>Flow Charge per 100 Cubic Feet of Water Used</u> | <u>Quarterly Base Charge</u>                  | <u>Flow Charge per 100 Cubic Feet of Water Used</u> |
| 5/8"              | \$47.25                              | \$2.552                                             | \$47.25                              | \$2.552                                             | \$47.25                                       | \$2.552                                             |
| 3/4"              | \$47.25                              | \$2.552                                             | \$47.25                              | \$2.552                                             | \$47.25                                       | \$2.552                                             |
| 1"                | \$47.25                              | \$2.552                                             | \$47.25                              | \$2.552                                             | \$47.25                                       | \$2.552                                             |
| 1 1/4"            | \$47.25                              | \$2.552                                             | \$47.25                              | \$2.552                                             | \$47.25                                       | \$2.552                                             |
| 1 1/2"            | \$47.25                              | \$2.552                                             | \$47.25                              | \$2.552                                             | \$47.25                                       | \$2.552                                             |
| 2"                | \$71.51                              | \$2.552                                             | \$71.51                              | \$2.552                                             | \$71.51                                       | \$2.552                                             |
| 3"                | \$131.88                             | \$2.552                                             | \$131.88                             | \$2.552                                             | \$131.88                                      | \$2.552                                             |
| 4"                | \$228.15                             | \$2.552                                             | \$228.15                             | \$2.552                                             | \$228.15                                      | \$2.552                                             |
| 6"                | \$469.07                             | \$2.552                                             | \$469.07                             | \$2.552                                             | \$469.07                                      | \$2.552                                             |
|                   |                                      |                                                     |                                      |                                                     |                                               |                                                     |

| <u><b>Dept/Board</b></u> | <u><b>Type of Fee</b></u>                                                    | <u><b>HWWCo 2007</b></u> | <u><b>HWWCo 2008</b></u> | <u><b>HWWCo 2009</b></u> | <u><b>Adopted FY2010-11</b></u> |
|--------------------------|------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|---------------------------------|
| Water                    | <b>Private Fire Suppression Rates</b>                                        |                          |                          |                          |                                 |
|                          | Hydrant (each)                                                               | \$1,685.33               | \$1,685.33               | \$1,685.33               | \$1,685.33                      |
|                          | Hose Outlet (each)                                                           | \$4.71                   | \$4.71                   | \$4.71                   | \$4.71                          |
|                          | Sprinkler (per nozzle)                                                       | \$0.92                   | \$0.92                   | \$0.92                   | \$0.92                          |
| Water                    | <b>Municipal Hydrant</b>                                                     | \$398.30                 | \$398.30                 | \$398.30                 | \$398.30                        |
| Water                    | <b>Municipal inch foot charge</b>                                            | \$0.216                  | \$0.216                  | \$0.216                  | \$0.216                         |
| Water                    | <b>Commercial additional meter reading (per location)</b>                    | \$50.00                  | \$50.00                  | \$50.00                  | \$50.00                         |
| Water                    | <b>Residential additional meter reading (per location)</b>                   | n/a                      | n/a                      | n/a                      | \$25.00                         |
| Water                    | <b>Water On/Off</b> (note this is a flat fee to be assessed for each action) | \$10.00                  | \$10.00                  | \$10.00                  | \$25.00                         |
| Water                    | <b>Backflow Device</b> (Testable units only)                                 |                          |                          |                          |                                 |
|                          | Initial inspection and testing                                               |                          |                          |                          | \$100.00                        |
|                          | Subsequent inspections due to continued failures                             | n/a                      | n/a                      | n/a                      | \$100.00                        |



## Town of Hanover – Water Rates

Adopted by the Board of Selectmen: June 7, 2010

| <u>Dept/Board</u> | <u>Type of Fee</u>                                                                                                                                                                                                                                          | <u>HWWCo</u><br><u>2007</u> | <u>HWWCo</u><br><u>2008</u> | <u>HWWCo</u><br><u>2009</u> | <u>Adopted</u><br><u>FY2010-11</u>                             |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------------------------------------------|
| Water             | <b>Inspection (per hour)</b>                                                                                                                                                                                                                                | n/a                         | n/a                         | n/a                         | \$75.00                                                        |
| Water             | <b>Connection Fee for Hanover Water System</b><br><br>Includes Fee of \$200.00 for one Inspection and a Recapture Fee of \$1.26/gallon of GPD (Gallons per Day as determined in the Sewer Recapture Fee table). Meters and setters will be charged at cost. | n/a                         | n/a                         | n/a                         | \$200.00 +<br>\$1.26/ GPD<br>plus Meter and<br>Setters at-cost |

# Town of Hanover – Sewer Rates

Adopted by the Board of Selectmen at a Public Hearing on September 13, 2010

## Sewer Usage Rates – Base Capacity Charge plus Flow Charge

|                                                                                   | <b><u>FY2008-2009 Sewer Rates</u></b>                                                                                                                                                                                                                                                                                                                                                                                 |                                                      | <b><u>FY2009-2010 Sewer Rates</u></b> |                                                      | <b><u>Adopted FY2010-2011 Sewer Rates</u></b> |                                                                    |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------------------|------------------------------------------------------|-----------------------------------------------|--------------------------------------------------------------------|
| <u>Meter Size*</u>                                                                | <u>Annual Base Capacity Charge</u>                                                                                                                                                                                                                                                                                                                                                                                    | <u>Flow Charge per 1000 Cubic Feet of Water Used</u> | <u>Annual Base Capacity Charge</u>    | <u>Flow Charge per 1000 Cubic Feet of Water Used</u> | <u>Quarterly Base Capacity Charge</u>         | <u>Flow Charge per 1000 Cubic Feet of Water Used – See Below**</u> |
| 5/8”                                                                              | \$83.00                                                                                                                                                                                                                                                                                                                                                                                                               | \$27.24                                              | \$84.00                               | \$27.24                                              | \$21.00                                       | varies                                                             |
| 3/4”                                                                              | \$235.00                                                                                                                                                                                                                                                                                                                                                                                                              | \$27.24                                              | \$236.00                              | \$27.24                                              | \$59.00                                       | varies                                                             |
| 1”                                                                                | \$615.00                                                                                                                                                                                                                                                                                                                                                                                                              | \$27.24                                              | \$616.00                              | \$27.24                                              | \$154.00                                      | varies                                                             |
| 1 1/4”                                                                            | \$921.00                                                                                                                                                                                                                                                                                                                                                                                                              | \$27.24                                              | \$920.00                              | \$27.24                                              | \$230.00                                      | varies                                                             |
| 1 1/2”                                                                            | \$1,227.00                                                                                                                                                                                                                                                                                                                                                                                                            | \$27.24                                              | \$1,227.00                            | \$27.24                                              | \$307.00                                      | varies                                                             |
| 2”                                                                                | \$1,964.00                                                                                                                                                                                                                                                                                                                                                                                                            | \$27.24                                              | \$1,964.00                            | \$27.24                                              | \$491.00                                      | varies                                                             |
| 3”                                                                                | \$4,620.00                                                                                                                                                                                                                                                                                                                                                                                                            | \$27.24                                              | \$4,620.00                            | \$27.24                                              | \$1,155.00                                    | varies                                                             |
| 4”                                                                                | \$7,219.00                                                                                                                                                                                                                                                                                                                                                                                                            | \$27.24                                              | \$7,220.00                            | \$27.24                                              | \$1,805.00                                    | varies                                                             |
| 6”                                                                                | \$43,313.00                                                                                                                                                                                                                                                                                                                                                                                                           | \$27.24                                              | \$43,312.00                           | \$27.24                                              | \$10,828.00                                   | varies                                                             |
| Average Annual Domestic Bill (275 gallons/day)                                    |                                                                                                                                                                                                                                                                                                                                                                                                                       | \$448.56                                             |                                       | \$448.56                                             |                                               | \$475.20                                                           |
| Unmetered Sewer Accounts Include 25% Surcharge Above Average Annual Domestic Bill |                                                                                                                                                                                                                                                                                                                                                                                                                       | \$560.70                                             |                                       | \$560.70                                             |                                               | \$594.00                                                           |
| * Meter Size                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                       | Footnote: Meter size is determined by fixture count. |                                       |                                                      |                                               |                                                                    |
| ** Sewer Flow Charge per 1000 Cubic Feet of Water Used                            | Flow & Strength Charge per 1000 CF (kcf):<br><br>Category A BOD/TSS < 250 mg/l - \$29.15 per kcf (most residential accounts)<br>Category B BOD/TSS > 250 < 400 mg/l - \$32.24 per kcf<br>Category C BOD/TSS > 400 mg/l - \$35.34 per kcf<br><br><i>Category C includes all facilities with BOD and/or TSS &gt; 400 mg/l and All Food Preparation Establishments without Approved Automated Grease Removal Systems</i> |                                                      |                                       |                                                      |                                               |                                                                    |

### **Sewer Usage Rates – Industrial Discharge Permit and Septage Disposal**

| <b><u>Department</u></b> | <b><u>Type of Fee</u></b>                                                                                                         | <b><u>Adopted<br/>FY2007-08</u></b> | <b><u>Adopted<br/>FY2008-09</u></b> | <b><u>Adopted<br/>FY2009-10</u></b> | <b><u>Adopted<br/>FY2010-11</u></b> |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
|                          |                                                                                                                                   |                                     |                                     |                                     |                                     |
| Sewer                    | Industrial Discharge Permit Application:                                                                                          |                                     |                                     |                                     |                                     |
|                          | Class 1                                                                                                                           | n/a                                 | n/a                                 | n/a                                 | \$500                               |
|                          | Class 2                                                                                                                           | n/a                                 | n/a                                 | n/a                                 | \$250                               |
|                          | Class 3                                                                                                                           | n/a                                 | n/a                                 | n/a                                 | \$50                                |
| Sewer                    | Septage – Tipping Fee for Residents ( <u>fee is per 1,000 gallons</u> )                                                           | \$110                               | \$110                               | \$110                               | \$110                               |
| Sewer                    | Septage – Tipping Fee for Non-Residents ( <u>fee is per 1,000 gallons</u> )                                                       | \$130                               | \$130                               | \$130                               | \$130                               |
| Sewer                    | Septage – Tipping Fee for Non-Residents from Towns who have banned Land Application of Sludge ( <u>fee is per 1,000 gallons</u> ) | \$200                               | \$200                               | \$200                               | \$200                               |
| Sewer                    | Holding Tank with BOD/TSS < 400 mg/l. > 400 mg/l will be considered Septage                                                       | n/a                                 | n/a                                 | n/a                                 | \$55                                |

### **Sewer Connection Fees**

| <b><u>Dept/Board</u></b> | <b><u>Type of Fee</u></b>                                                                                                                                                        | <b><u>Adopted<br/>FY2007-08</u></b> | <b><u>Adopted<br/>FY2008-09</u></b> | <b><u>Adopted<br/>FY2009-10</u></b> | <b><u>Adopted<br/>FY2010-11</u></b> |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Sewer                    | Connection Fee for Hanover Sewer System – Includes Basic Fee of \$200.00 to Cover 1 Inspection and a Recapture Fee of \$1.40/gallon of GPD (Gallons per Day as determined below) | \$200.00 + \$1.40/gallon of GPD     | \$200.00 + \$10.14/ gallon of GPD   | \$200.00 + \$10.14/ gallon of GPD   | \$200.00 + \$4.78/ gallon of GPD    |

**Recapture Fee Table – The Recapture Fee will be determined by multiplying the peak day flow in gallons by \$4.78 per gallon. The following are flows which shall be used to determine the peak day flow from a sewer connection:**

| Description                                     |                                            | GPD | Units    | Category |
|-------------------------------------------------|--------------------------------------------|-----|----------|----------|
| Apartment                                       |                                            |     |          |          |
|                                                 | Studio (one bedroom)                       | 225 |          | A        |
|                                                 | Per Bedroom                                | 150 | bedroom  | A        |
| Athletic Facilities including Gyms and Stadiums |                                            |     |          |          |
|                                                 | Participant                                | 15  | person   | A        |
|                                                 | Classroom                                  | 15  | seat     | A        |
|                                                 | Spectator                                  | 3   | seat     | A        |
| Bar/Lounge                                      |                                            | 20  | seat     | B        |
| Bed & Breakfast                                 |                                            | 60  | Bedroom  | B        |
| Camps                                           |                                            |     |          |          |
|                                                 | Campground w/ comfort station              | 25  | site     | A        |
|                                                 | Recreation Trailers                        | 90  | site     | A        |
|                                                 | Construction Sites                         | 50  | site     | A        |
|                                                 | Day Camp no meals                          | 15  | site     | A        |
|                                                 | Resort Camp (night & Day) limited plumbing | 50  | person   | A        |
|                                                 | Dining Facility Only                       | 25  | person   | B        |
| Catering & Dinning Facilities                   |                                            | 12  | patron   | B        |
| Church                                          |                                            |     |          |          |
|                                                 | Sanctuary                                  | 5   | seat     | A        |
| Country Club                                    |                                            |     |          |          |
|                                                 | Dining Room                                | 10  | seat     | B        |
|                                                 | Snack Bar                                  | 10  | seat     | B        |
|                                                 | Locker and Showers                         | 20  | locker   | A        |
| Dentists                                        |                                            |     |          |          |
|                                                 | Chair                                      | 200 | each     | A        |
|                                                 | Staff                                      | 35  | employee | A        |
| Doctors Office                                  |                                            |     |          |          |
|                                                 | Patient                                    | 10  | each     | A        |
|                                                 | Staff                                      | 35  | employee | A        |
| Dog Kennels                                     |                                            | 50  | kennel   | B        |
| Dwelling                                        |                                            |     |          |          |
| (two bedroom minimum)                           |                                            | 150 | bedroom  | A        |
| Rooming House with meals                        |                                            | 60  | bedroom  | B        |
| Rooming House without meals                     |                                            | 40  | bedroom  | A        |

|                                            |                                                     |                  |          |   |
|--------------------------------------------|-----------------------------------------------------|------------------|----------|---|
| Factories (excluding industrial waste)     |                                                     |                  |          |   |
|                                            | Light industry w/o cafeteria or showers             | 20               | employee | A |
|                                            | Light industry with cafeteria no showers            | 25               | employee | B |
|                                            | Light industry with cafeteria and showers           | 35               | employee | B |
|                                            | Warehouse                                           | 35               | employee | A |
|                                            | Assembly                                            | 20               | employee | A |
|                                            | Research Facilities                                 | to be determined |          | B |
| Floor Drain                                | not allowed                                         |                  |          |   |
| Fraternities & Sororities                  |                                                     | 150              | bed      | B |
| Hairdressers                               |                                                     |                  |          |   |
|                                            |                                                     | 150              | chair    | A |
|                                            |                                                     | 35               | employee | A |
| Hospital                                   |                                                     |                  |          |   |
|                                            | Bed                                                 | 250              | Bed      | B |
| Outpatient surgery                         | Bed                                                 | 200              | Bed      | B |
| Hotel & Motel                              |                                                     |                  |          |   |
|                                            | single bed                                          | 100              | bed      | A |
|                                            | double bed                                          | 200              | bed      | A |
| Laundromats, coined operated               |                                                     | 500              | machine  | B |
| Maintenance Facility                       |                                                     | to be determined |          | B |
| Nursing Homes & Assisted Living Facilities |                                                     | 125              | bed      | B |
| Office Building                            |                                                     |                  |          |   |
|                                            | W/O cafeteria                                       | 15               | Employee | A |
|                                            | With cafeteria                                      | 20               | employee | B |
|                                            | Unspecified Office Space                            | 15               | 100 SF   | A |
| Picnic Parks                               |                                                     |                  |          |   |
|                                            | Bathroom only                                       | 5                | person   | A |
|                                            | Bath house, showers and toilets                     | 10               | person   | A |
| Restaurant or Cafeteria                    |                                                     |                  |          |   |
|                                            | Eat-in with bathroom and kitchen waste              | 40               | seat     | B |
|                                            | Eat-in paper service, plus toilet and kitchen waste | 20               | seat     | B |
|                                            | Kitchen waste only                                  | 3                | seat     | B |
|                                            | Seasonal Outdoor seating                            | 20               | seat     | B |
| Bars and lounges                           |                                                     | 20               | seat     | B |
| Bars and lounges                           |                                                     | 35               | employee | A |
| Function Rooms                             |                                                     | 12               | seat     | B |
| School                                     |                                                     |                  |          |   |

|                                                |                                          |             |           |   |
|------------------------------------------------|------------------------------------------|-------------|-----------|---|
|                                                | Boarding                                 | 100         | bed       | B |
|                                                | Day Care & Nursery                       | 15          | Person    | A |
|                                                | Day, without gym, cafeteria or showers   | 15          | Person    | A |
|                                                | Day, without gym, showers with cafeteria | 20          | Person    | B |
|                                                | Day, with gyms, showers and cafeteria    | 35          | Person    | B |
|                                                | Post Secondary School/Classroom          | 15          | seat      | A |
| Post Secondary School/Dormitory                |                                          | 85          | bed       | A |
| Post Secondary School/Dormitory with Cafeteria |                                          | 125         | bed       | B |
| Service Stations                               |                                          | 10          | vehicle   | B |
| Shopping Centers:                              |                                          |             |           |   |
| Large Dry Goods                                |                                          | 5           | 100 SF    | A |
|                                                | With meat dept. with garbage grinder     | NOT ALLOWED |           |   |
|                                                | With meat dept. w/o garbage grinder      | 11          | 100 SF    | B |
|                                                | With deli                                | 3           | meal      | B |
| Small Dry Goods                                |                                          | 100         | Each      | A |
|                                                | With deli                                | 3           | meal      | B |
| Swimming Pools                                 |                                          | 1000        | 800 SF    | A |
| Tennis Courts                                  |                                          | 250         | per Court | A |
| Theatres                                       |                                          | 5           | seat      | A |
| Workers                                        |                                          |             |           |   |
|                                                | Construction bathroom only               | 5           | employee  | A |
|                                                |                                          |             |           |   |

Uses not listed will be determined from previous metered usage corrected for strength and a multiplied by a peaking factor of 2 and shall be approved by the Director of Public Works.

Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved Automated Grease Removal Systems.

Food grinding is prohibited – period – if discovered, a notice to cease the activity within 30 days, or penalties of \$150.00/day shall be instituted. A reoccurrence will be charged \$500.00, and then disconnection of service.

Discharges of Fats Oil and Grease (F.O.G.) above 250 mg/L shall be assessed any line flushing charges. Any blockages or Sanitary Sewer Overflow's (SSO) attributed to F.O.G. shall warrant the discharger to be charged for all cleanup and administrative costs as well as an impact fee of \$500.00, with disconnection of service after 2 occurrences.

**2010 TOWN MEETING  
TOWN OF HANOVER  
Tuesday, May 11, 2010  
Hanover High School Gymnasium**

The annual Town Meeting of Hanover, New Hampshire convened on May 11, 2010 at 7 a.m. by the Town Moderator, Daniel Nelson, at the Hanover High School Gymnasium. Moderator Nelson explained that the polls would be open from 7 a.m. until 7 p.m. for the purpose of voting for candidates for Town Offices and for all other articles requiring vote by official ballot as set forth in Articles One through Five of the Town Meeting Warrant.

**ARTICLE ONE:** To vote (by nonpartisan ballot) for the following Town Officers:

One Selectman to serve for a term of three (3) years;

Athos Rassias 1,564 (Re-elected)

One Town Clerk to server for a term of three (3) years;

Charles Garipay1,535

One Moderator to serve for a term of two (2) years;

Daniel M. Nelson 1,516

One Library Trustee to serve for a term of three (3) years;

Elizabeth P. Storrs 1,550

One Supervisor of the Checklist to serve for a term of six (6) years;

Linda McWilliams 1,504

One Trustee of Trust Funds to serve for a term of three (3) years.

Brian C. Doyle 1,509

**ARTICLE TWO** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 1:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 1 as proposed by the Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 1 would amend Section 702 by replacing the word “preliminary” with the words “the Design Review phase of” subdivision and site plan review.

At a public hearing held on February 9, 2010, the Hanover Planning Board voted unanimously to recommend that Town Meeting adopt this zoning amendment.

**RESULTS: YES 1,568 NO 151 ARTICLE PASSED**

**ARTICLE THREE** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 2:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 2 as proposed by the Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 2 would amend Section 803 to allow a specified limited category of additions to existing non-conforming structures without the need for a Special Exception.

At a public hearing held on February 9, 2010, the Hanover Planning Board voted unanimously to recommend that Town Meeting adopt this zoning amendment.

**RESULTS: YES 1,476 NO 251 ARTICLE PASSED**

**ARTICLE FOUR** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 3:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 3 as proposed by the Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 3 would amend Section 1001 to specify that abutters shall be notified of a pending application for a residential zoning permit.

At a public hearing held on February 9, 2010, the Hanover Planning Board voted unanimously to recommend that Town Meeting adopt this zoning amendment.

**RESULTS: YES 1,605 NO 150 ARTICLE PASSED**

**ARTICLE FIVE** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Planning Board in Amendment No.4:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 4 as proposed by the Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 4 would amend Section 1006 to revise the criteria by which the Zoning Board of Adjustment would consider applications for variances so that these criteria are consistent with recent changes to State Law.

At a public hearing held on February 9, 2010, the Hanover Planning Board voted unanimously to recommend that Town Meeting adopt this zoning amendment.

**RESULTS: YES 1,611 NO 114 ARTICLE PASSED**

## **BUSINESS MEETING**

Moderator Dan Nelson called the meeting to order and asked that the Board of Selectmen introduce themselves. Chairman Brian Walsh, Vice Chairman Kate Connolly, Selectman Peter Christie, Selectman Athos Rassias and Selectman Judith Doherty introduced themselves to the audience.

Moderator Nelson asked Julia Griffin, Town Manager, to introduce the Department Heads and Town Staff. Ms. Griffin introduced Hank Tenney, Recreation Director, Roger Bradley, Fire Chief, Peter Kulbacki, Public Works Director, Myra Johnson, Human Resources Director, Mary White, Howe Library Director, Nick Giaccone, Police Chief, Barbara Prince, Etna Librarian, Jonathan Edwards, Planning and Zoning Director, Betsy McClain, Finance Director, Mike Ryan, Town Assessor, Vicki Smith, Senior Planner, and Elizabeth Rathburn, Recording Secretary.

Moderator Nelson introduced the members of Brownie Troop 40209, Lauren Ilsley, Anna Faith, Ella Nordberg and Sarah Miller who led Town Meeting in the Pledge of Allegiance.

Moderator Nelson went over the procedure for voting during the Business Meeting and referred to the information that was provided in the Annual Report regarding the process for tonight’s meeting. Moderator Nelson asked members of the audience to introduce themselves, try to keep their comments brief and asked that they refrain from speaking again until everyone else has had a chance to speak.



Moderator Nelson introduced Hanover High School students Molly Finlayson, Alexandra Birkott, Rachel Finlayson and Rebecca Haynes, all members of a Four String Quartet who performed *America The Beautiful* for Town Meeting.

**ARTICLE SIX:** To choose the following Town Officers to be elected by a majority vote:

**Selectman Doherty MOVED to nominate the following persons for the following offices:**

One member of the Advisory Board of Assessors for a term of three (3) years;

Judson (Jay) Pierson

Three Fence Viewers, each for a term of one (1) year;

William Garrity

Robert Morris

Selectman Doherty noted that the Town is still looking for one more fence viewer for anyone who may be interested in serving.

Two Surveyors of Wood and Timber, each for a term of one (1) year;

John Richardson

Ed Chamberlain

Such other Officers as the Town may judge necessary for managing its affairs. Selectman Doherty noted that there were no officers being nominated.

Moderator Nelson asked the audience for any comments or questions. There was no further discussion on Article Six.

**Chairman Walsh SECONDED the motion. The motion PASSED and the nominees were ELECTED.**

**ARTICLE SEVEN:** To receive reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers and to vote on any motion relating to these reports and to receive any special resolutions that may be appropriate and to vote thereon.

**Selectman Doherty MOVED that the reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers as printed in the 2009 Town Report be accepted, as well as any Special Resolutions.**

Selectman Doherty invited Jeff Graham to present the Hanover Parks and Recreation Volunteer of the Year Award for 2010.

Mr. Graham made the following presentation:

“Each year at Town Meeting the Parks and Recreation Department present to a person or group that provided continued time and energy for the Citizens of Hanover, the Annual Volunteer Award.

This year is no exception. This person receiving the award this year had been involved in coaching and organizing youth sports for many years. He has contributed many hours of his time to see that many of the young children of the Hanover Community have had coaches, fields and the opportunity to play sports.

When Little League was told in July of 2009 that the field they were using would no longer be available on Reservoir Road, the Volunteer of the year jumped to the front and along with Hank Tenney put together a plan to see that the program would continue with fields. It became a reality when the High School baseball team moved to Norwich and left Thompson Terrace for the development of two Little League fields.

Those efforts have paid off. Little League will now play all its home games at the new park at Thompson Terrace.

The person we have selected tonight has coached pre-school soccer for the Hampshire nursery school, volunteered at numerous events for the Hanover Parks and Recreation Department such as the Pond Party.

He started coaching soccer and baseball for the Recreation Department in 1999 and is still working with the K-3 baseball program as well as the K-4 soccer program. He took his enthusiasm to the Little League program when his sons were of age in 2002 and was elected Little League President in 2007.

We are proud to present the 2010 Hanover Parks and Recreation Board Volunteer Award to Kurt Gantrish.”

Mr. Gantrish accepted the award and stated that he couldn’t do what he’s done without the help of everyone involved in youth sports; Hank Tenney, Bob Field, Arthur Gardiner, Robin Nuse and the Hanover Baseball Association Board have all been fantastic and anybody who supports youth sports and his wife Janet. He thanked everyone for their support and looks forward to keeping baseball and sports strong in Hanover.

**Chairman Walsh SECONDED the motion. The motion PASSED and Article Seven was ADOPTED as written.**

**Vice Chairman Connolly MOVED Articles Eight through Thirteen as written in the Town Warrant. Chairman Walsh SECONDED the motion.**

Vice Chairman Connolly noted that these articles are brought before Town Meeting every year and the only changes are the amounts. Vice Chairman Connolly read Articles Eight through Thirteen.

**ARTICLE EIGHT:** To see if the Town will vote to raise and appropriate \$6,650 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2008-2009. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

**ARTICLE NINE:** To see if the Town will vote to raise and appropriate \$6,650 for deposit into the Conservation Fund created as authorized by RSA 36-A:5.1, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2008-2009. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

**ARTICLE TEN:** To see if the Town will vote to raise and appropriate \$34,660 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, with no funds being raised by taxation. This amount is equivalent to the total Transportation Fee surcharge received for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2008-2009.

**ARTICLE ELEVEN:** To see if the Town will vote to raise and appropriate \$1,145,740 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

|                                                                              |           |
|------------------------------------------------------------------------------|-----------|
| Ambulance Equipment Capital Reserve Fund                                     | \$ 47,000 |
| Bridge Replacement and Renovation Capital Reserve Fund                       | \$ 40,000 |
| Building Maintenance and Improvement Capital Reserve Fund                    | \$ 50,000 |
| Dispatch Equipment and Dispatch Center Enhancements and Capital Reserve Fund | \$ 6,500  |
| Fire Department Vehicle and Equipment Capital Reserve Fund                   | \$ 65,000 |
| Highway Construction and Maintenance Equipment Capital Reserve Fund          | \$249,600 |

|                                                                                       |           |
|---------------------------------------------------------------------------------------|-----------|
| Parking Operations Vehicles and Parking Facility<br>Improvements Capital Reserve Fund | \$ 62,210 |
| Police Vehicles and Equipment Capital Reserve Fund                                    | \$ 73,000 |
| Road Construction and Improvements Capital Reserve<br>Fund                            | \$ 10,000 |
| Sewer Equipment and Facilities Improvements Capital<br>Reserve Fund                   | \$527,430 |
| Town Revaluation Capital Reserve Fund                                                 | \$ 15,000 |

**ARTICLE TWELVE:** To see if the Town will vote to raise and appropriate \$2,135,134 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

|                                                                                                                                                       |             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Bridge Replacement and Renovation Capital Reserve<br>Fund<br><i>River Road and/or Ruddsboro Road bridge<br/>repair</i>                                | \$ 95,000   |
| Highway Construction and Maintenance Equipment<br>Capital Reserve Fund<br><i>Backhoe loader, loader, truck with plow</i>                              | \$ 300,100  |
| Howe Library Building Repair and Equipment Capital<br>Reserve Fund<br><i>Portion of migration costs to open source library<br/>information system</i> | \$ 20,034   |
| Sewer Equipment and Facilities Improvements Capital<br>Reserve Fund                                                                                   | \$1,700,000 |
| Town Revaluation Capital Reserve Fund<br><i>Contracted labor for Town-wide property<br/>revaluation program</i>                                       | \$ 20,000   |

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these purchases are complete or June 30, 2015, whichever is sooner.

**ARTICLE THIRTEEN:** To see if the Town will vote to raise and appropriate \$29,950 for up to \$22,950 of signal and pedestrian improvements at the Lyme Road and North Park Street intersection and for general improvements up to \$7,000 proposed by the Bike and Pedestrian Committee, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VA and will not lapse until these improvements are complete or June 30, 2015, whichever is sooner.

Kim Perez, Etna, asked about the \$1.7 million amount being appropriated toward the Sewer Improvements. Peter Kulbacki, Public Works Director, stated that this amount was approved in the budget three years ago for the improvements and this was the remaining amount that needed to be appropriated out of the reserve. It will be used to replace the blowers and upgrade the digester systems as well as some of the controls.

**The motion PASSED and Articles Eight through Article Thirteen were ADOPTED as written.**

Moderator Nelson asked for any business under Article 14.

**ARTICLE FOURTEEN:** To see if the Town will vote to raise and appropriate \$19,760,540 to pay the operating expenses of the Town for the 2010-2011 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles.

**Selectman Christie MOVED that the Town vote to raise and appropriate \$19,760,540 to pay the operating expenses of the Town for the 2010-2011 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles. Vice Chairman Connolly SECONDED the motion.**

Selectman Christie made the following presentation regarding this year's Town Budget:

"Crafting a responsible Town Budget seems to get trickier every year as more and more factors come into play, but before I get into those let's review how we got to basically a tax rate neutral budget.

Given all that is going on both nationally and locally due to the recent recession:

Including pay freezes, loss of jobs, loss of investment assets and related income, no social security cost of living increases, etc. etc., the Board and Town Staff were committed to delivering a budget with a negligible tax rate impact.

To that end the Board asked Town staff to come forward with a draft budget with no more than a 4% tax rate increase and to recommend potential cuts that would bring it down to 0%. This was done with a professionalism and sense of cooperation that we have come to expect (but always appreciate), and the Board eventually adopted a budget with a tax rate increase of 0.3% which we proudly present here tonight.

Several factors made this accomplishment difficult:

The underlying wage increase for town employees in this budget is 5%, comprised of the contract required 3% cost of living increase and a 2% step increase received by most of our town employees. With Salaries and Benefits representing about 70% of the entire budget, starting with a 5% increase in salaries left lots of work to be done to hit our goal of a 0% tax rate impact. The situation was further complicated because two of our three union contracts had not yet been approved at Town Meeting.

Julia Griffin met with all three bargaining units (Public Works, Police and Fire) and non union staff to discuss the budget challenges. Some Town staff had spoken to Julia to suggest that they would forego their raises this year in light of what was going on in the rest of the community. We thank them for that, but the Board decided that it was not practical to try to open up contracts for renegotiation when two of those contracts had not yet even been approved by Town Meeting. Potentially foregoing pay raises by some staff and not by others was also problematic given our strong desire and history of treating all town employees the same relative to increases in compensation.

Rather than focusing on this dimension of the budget, the Board challenged Julia and the department heads to be as creative and aggressive as possible to reduce other spending -recognizing that salary increases *were* going to be left in place. They responded admirably and the final budget reflects significant other cuts, especially in overtime, which obviously impacts many employees' take home pay.

Looking beyond this year, the Board recognizes that *the* most important thing that we can do locally to positively impact future budgets is to establish a new paradigm with our bargaining units - one that focuses on total compensation.

For Town budgets to be sustainable over the next decade, all factors of compensation, including health care and retirement benefits, will need to be taken into consideration -- leaving behind the historical primary focus on just cost of living and step increases. We have made some progress along these lines in past negotiations, but much more still needs to be done.

Other factors that made this budget difficult or are expected to make future budgets difficult include:

The loss of interest income on Town invested cash as current interest rates are being held down as part of the national economic recovery strategy. Forecasted interest income in the proposed budget is \$75,000 *lower* than last year and over \$200,000 lower than its high in 2008. This year's decrease of \$75,000 has about a 1% impact on the tax rate – not small change.

The Grand List is still increasing, but at a slower rate. The assumed Grand List increase in this budget is \$25 million, on the low side, but still a respectable increase thanks to Dartmouth College expansion, the new hotel now under construction, and expected new houses and home upgrades.

While we have gotten accustomed to the Grand List increasing in the range of \$25 to \$40 million each year, we anticipate a reduction from historical trends starting next year. The slowing of construction projects will also reduce planning fees as well as reducing property tax revenues.

Underfunded State Retirement accounts will need to be replenished. The State has reduced its contribution to 25% - down from 30% last year and 35% the year before that, and we are expecting an even lower state contribution percentage next year. Also on the horizon is a 20% increase in the town contribution to the retirement fund to take effect in FY2012 as the State tries to revive the system's overall fiscal health.

The biggest gorilla in the room, of course, is the continued down-shifting of State expenses to the towns. Let there be no doubt in your mind that the State of New Hampshire has a very active broad based tax- it is called -the Property Tax. It works *quite* simply. The State has budget shortfalls which it addresses by *keeping* money that it has historically shared with Towns (such as rooms and meals tax revenue) or by mandating increases in money from the Towns (such as increased contributions to the retirement fund discussed above). The Towns, which are already struggling to provide essential services within sustainable tax increases, have no choice but to pass on the State push downs as additional property taxes. *Slick*, if you serve in Concord, *very painful* if you are the Town Manager in Hanover. Approximately 2% of your current town tax bill for municipal services is a result of this downshifting and we expect that % to increase.

So, have I depressed you enough? Difficult times ahead, but I do *not* want to leave you thinking that all is doom and gloom, because it is not - far from it!

We have tried hard and I believe been successful in positioning the Town for the long haul. We avoided budget reductions that would have helped in this budget but would have only come back to bite us next year or further down the road. We also continued to fully fund capital reserves and to maintain our discipline in terms of how we use our undesignated fund balances.

In closing, let me say that we are blessed by a high level of services provided by a professional and dedicated Town staff who understand that we are all in the same boat -working to a common goal of providing services in a smart and sustainable way. Please join me in thanking Julia, Betsy, and all the department heads and Town staff who helped prepare this budget and to all of our Town staff who do an exceptional job day in and day out. And a thank you to all of you who volunteer your time and expertise to make Hanover the exceptional Town that it is.

Let's open the floor for questions."

Moderator Nelson invited Bill Garrity from the Hanover Finance Committee to speak to this Article. Mr. Garrity introduced himself as the Chairman of the Finance Committee and named the other members of the Committee: Tom Blinkhorn, Peter Christie, Kevin Cotter, Kristi Fenner, Mike Gerling & John Hochrieter. Mr. Garrity reported that on March 29, 2010, the Hanover Finance Committee unanimously endorsed the FY 2010-2011 Town budget. The Finance Committee wanted to commend the skills and management attributes of the Town and the Select Board for delivering such a felicitous budget in a very stringent economic climate.

**The motion PASSED and Article Fourteen was ADOPTED as written.**

**ARTICLE FIFTEEN:** To see if the Town will vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the New England Police Benevolent Association (NEPBA), Local 27, which calls for the following increases in total compensation for its members:

| <u>Year</u> | <u>Estimated Increase</u> |
|-------------|---------------------------|
| 2009-2010   | \$36,979                  |
| 2010-2011   | \$32,423                  |

And further to raise and appropriate the sum of \$32,423 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year and which became effective in July, 2009.

Chairman Walsh spoke to Articles Fifteen and Sixteen pertaining to the Police and Fire Union Contracts. Chairman Walsh stated that Selectman Christie's presentation addressed how the contracts fit in to the budget. Most importantly, he highlighted the work that is ahead of the Town for future contract years and the principle that the Town has employed for years is to treat all employees equal whether Union or Non-Union. The expenditures in these motions were budgeted for and there are two expenditures; 1) for the budget year they are currently in, and 2) the portion in the budget that are included in the contracts. It is virtually a 0% tax increase and the Select Board recommends that they approve these Articles.

**Chairman Walsh MOVED that the Town vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the New England Police Benevolent Association (NEPBA), Local 27, which calls for the following increases in total compensation for its members:**

| <u>Year</u> | <u>Estimated Increase</u> |
|-------------|---------------------------|
| 2009-2010   | \$36,979                  |
| 2010-2011   | \$32,423                  |

**And further to raise and appropriate the sum of \$32,423 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year and which became effective in July, 2009. Vice Chairman Connolly SECONDED the motion.**

**The motion PASSED and Article Fifteen was ADOPTED as written.**

**ARTICLE SIXTEEN:** To see if the Town will vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the International Association of Firefighters (IAFF), Local 3288, which calls for the following increases in total compensation for its members:

| <u>Year</u> | <u>Estimated Increase</u> |
|-------------|---------------------------|
| 2009-2010   | \$22,022                  |
| 2010-2011   | \$20,775                  |

And further to raise and appropriate the sum of \$20,775 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year, and which became effective in December, 2009.

**Chairman Walsh MOVED that the Town vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the International Association of Firefighters (IAFF), Local 3288, which calls for the following increases in total compensation for its members:**

| <u>Year</u> | <u>Estimated Increase</u> |
|-------------|---------------------------|
| 2009-2010   | \$22,022                  |
| 2010-2011   | \$20,775                  |

**And further to raise and appropriate the sum of \$20,775 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year, and which became effective in December, 2009. Vice Chairman Connolly SECONDED the motion.**

**The motion PASSED and Article Sixteen was ADOPTED as written.**

**ARTICLE SEVENTEEN:** To see if the Town will vote to authorize the purchase of a 9.4 acre parcel known as the Hayes property in Etna Village, Tax Map 29, Lot 12, off Etna Road, upon which the Etna Library currently resides, for the purchase price of \$360,000, and to raise and appropriate that sum for this purpose as follows:

- a. \$190,000 by authorizing the withdrawal of that amount from the Land and Capital Improvements Fund;
- b. \$84,000 by withdrawal from the Conservation Fund;
- c. \$128,000 by private donations.

And further to permanently protect 4.2 acres of that property through the establishment of a conservation easement and management plan for that portion of the property, to be approved by the Conservation Commission, the Board of Selectmen and the Hanover Conservation Council, with the conservation easement to be conveyed to the Hanover Conservation Council.

No funds raised in this article will come from taxation. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this purchase is complete or June 30, 2015, whichever occurs sooner.

**Selectman Rassias MOVED that the Town vote to authorize the purchase of a 9.4 acre parcel known as the Hayes property in Etna Village, Tax Map 29, Lot 12, off Etna Road, upon which the Etna Library currently resides, for the purchase price of \$360,000, and to raise and appropriate that sum for this purpose as follows:**

- a. \$190,000 by authorizing the withdrawal of that amount from the Land and Capital Improvements Fund;
- b. \$84,000 by withdrawal from the Conservation Fund;
- c. \$128,000 by private donations.

**And further to permanently protect 4.2 acres of that property through the establishment of a conservation easement and management plan for that portion of the property, to be approved by the Conservation Commission, the Board of Selectmen and the Hanover Conservation Council, with the conservation easement to be conveyed to the Hanover Conservation Council.**

**No funds raised in this article will come from taxation. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this purchase is complete or June 30, 2015, whichever occurs sooner.**

**Vice Chairman Connolly SECONDED the motion.**

Selectman Rassias presented the following information to Town Meeting with regard to this Article.

“This article is multi-faceted and on the surface seemingly complex but in reality it’s a straight forward and simple effort to improve the Etna library and at the same time preserve the character of rural Etna and offer the opportunity for future recreational uses. The property that we’re talking about has been long owned by the Hayes Family; it’s a large 11.4 acre parcel that includes the home, barn and pasture lands, right in the middle of Etna. The Etna Library and the land directly under the footprint of the building are owned by the Town Library but the land surrounding the library building belongs to the Hayes Family. A deed restriction has been in place since the Library was constructed requiring the building be used to library purposes only and should the Town cease to use the land for the Town library, the land upon which it sits would be returned to the owner of the larger parcel.

The building commonly referred to as the Etna Library, formally known as the Hanover Town Library, was founded in 1898 and the building was built in 1905 as the original Town Library. The Etna Library provides special programs for children and readers of all ages and has about 6,000 items in their collection; open approximately 28 hours per week. It's truly a center of life in the hum of activity that's Etna. There are however significant problems with this facility. The most prominent problem is the current parking situation along Etna Road which is not safe. The building is not handicap accessible and improvements to the building would be very difficult if not impossible with the current land ownership situation.

Mrs. Hayes passed away in 2009 and the Town has been in discussion with her daughters who are very open to preserving the family farm that they've known all their lives. Discussions led to the decision to pursue subdivision of the farmhouse, barns and 2 acres of land so that the home could be sold for what the family hopes will be the preservation and renovation, and to leave the remaining 9.4 acre parcel intact in the hopes that the Town could combine funding sources to enable its purchase. That subdivision, which includes a requirement that the deed restriction governing the use of the Etna Library be extinguished, was approved by the Planning Board on April 6, 2010.

Article Seventeen seeks permission of Town Meeting to purchase the property and to utilize three different sources of funds for that purpose. If adopted, the Town hopes to purchase the property on or about July 1, 2010. Specifically, the article:

- Seeks Town Meeting authorization to purchase the property.
- Seeks an appropriation from the Town's Land and Capital Improvements Fund in the amount of \$190,000
- Seeks an appropriation of funds of \$84,000 from the Town's Conservation Fund
- Seeks an appropriation of the remaining \$128,000 to be raised through a Town-wide fundraising campaign

In addition, Article Seventeen seeks to permanently protect a 4.2 acre portion of the property. With the active recreation and library related-uses envisioned for the area of the Hayes property closest to the road, the dedication of the back 4.2 acres for conservation and more passive recreation uses nicely complements the more active uses being considered for the lower portion of the property.

The back portion of the Hayes property abuts the Trescott Ridge Wetlands, given to the Town in 1971 at the same time adjoining lands were subdivided for house lots. The contiguity of the open space is beneficial for wildlife and for natural resources that do not follow property boundaries."

Judy Reeve, Acting Chair of the Conservation Commission in Ed Chamberlain's absence, wanted to clarify that the Annual Report was published before the agreement was reached. The actual amount that the Conservation Commission authorized for this project is \$55,000. Ms. Reeve noted that they have the assurance from the Select Board that there will be fundraising for the remaining funds.

Rich Howarth stated that he is aware that under NH State Law that the Conservation Commission has the power to expend money from the Conservation Fund without approval from the Select Board or Town Meeting. Mr. Howarth asked if Town Meeting was being asked to approve a different amount from what was approved by the Conservation Commission.

Chairman Walsh noted that there is a Memo of Understanding between the Town and the Conservation Commission which goes back to the establishment of the Conservation Funds which states that any amount over \$50,000 from that fund needs to be approved by Town Meeting.

Mr. Howarth clarified that his question is regarding the State Law regarding the governing RSAs and whether the Memorandum of Understanding between the Conservation Commission and the Select Board has the power of law or whether it's the RSAs that are controlling.

Bob Russell asked whether the motion was being amended to show that the amount from the Conservation Commission would now be \$55,000. Moderator Nelson stated that there would soon be an amendment.



Gail McPeck, Hanover Conservation Council, stated that they were named in four of the Warrants and wanted to make a statement for the record which includes more than just the Hayes property.

“The Hanover Conservation Council, a private non-profit organization, has adopted the Land Trust Alliance Standards and Practices. We are committed to completing the established processes with the Town that would allow the Council to hold a conservation easement on the Steele and Rinker properties on Route 10, as stated in Warrant Articles Nineteen and Twenty.

Regarding the Hayes property in Etna, the Hanover Conservation Council always looks to protect high return conservation lands. We are likely very interested in holding a conservation easement on the portion of the Hayes property referenced in Warrant Article Seventeen, BUT we want to make it clear that our Board has not yet had the opportunity to vet any proposal. This would need to be done before the Council can commit to the project.”

Moderator Nelson noted that they do not need to make a formal amendment but Selectman Rassias will amend the amounts.

**Selectman Rassias stated that the correct amounts were revised after the Annual Report went to press. The correct amounts are \$55,000 by withdrawal from the Conservation Fund and \$115,000 by private donations.**

Ms. Griffin noted that the appraisal was complete after they printed the Warrant and the value of the conservation piece was determined to be valued at \$55,000 instead of the \$84,000 previously reported. There will be a meeting in Etna to work on the fundraising portion of this transaction.

Moderator Nelson asked Ms. Griffin to announce the correct amounts for this Warrant Article.

Ms. Griffin clarified the amounts in the motion: To see if the Town will vote to authorize the purchase of a 9.4 acre parcel for \$360,000.

- a. \$190,000 by authorizing the withdrawal of that amount from the Land and Capital Improvements Fund;**
- b. \$55,000 by withdrawal from the Conservation Fund;**
- c. \$115,000 by private donations.**

Bob Keane, Etna, noted that he has lived in the Town since 1947. He wanted to underscore that he has seen folks like his mother in her older years trying to get in to the library. His wife laments going to the library because access is such an issue. He feels that accessibility and safety with regard to parking for this Town building is the Town’s responsibility and he spoke in favor of supporting this Article.

**The motion passed and Article 17 was ADOPTED as written and amended.**

**ARTICLE EIGHTEEN:** To see if the Town will vote to permanently protect 12.9 acres known as the Trescott Ridge Wetlands, Tax Map 5, Lot 46, 11 Woodcock Lane, and adjacent to the Hayes Property, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council.

**Selectman Rassias MOVED that the Town vote to permanently protect 12.9 acres known as the Trescott Ridge Wetlands, Tax Map 5, Lot 46, 11 Woodcock Lane, and adjacent to the Hayes Property, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council. SECONDED from the floor.**

Selectman Rassias stated that Article Eighteen is to permanently protect the Trescott Ridge Wetlands. Permanently protecting the back portion of the Hayes property means that uses on those 4.2 acres will be limited to agriculture, forestry, conservation and recreation and will complement the existing use and permanent protection of the Trescott Ridge Wetlands. The Trescott Ridge Wetlands, a 12.9 acre piece of

land, were given to the Town in 1971 at the time the adjoining lands were subdivided and were managed as wild land for the benefit of wildlife and low impact recreation. The forest covering the Trescott Ridge Wetlands continues south and east to the open meadow on the Hayes property. The addition of this acreage will benefit wildlife by providing a large undisturbed habitat area, protect water quality by limiting development around the wetlands and provide people with a larger natural area to enjoy on foot.

**The motion PASSED and Article Eighteen was ADOPTED as written.**

**ARTICLE NINETEEN:** To see if the Town will raise and appropriate up to \$220,000 for the purpose of acquiring the Steele Property, Tax Map 8, Lot 2, on Route 10, and to fund this appropriation by authorizing withdrawal of this sum from the Conservation Fund, with no funds being raised by taxation. And further to permanently protect this 6 acre parcel through the establishment of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen and the Hanover Conservation Council, with the conservation easement to be conveyed to the Hanover Conservation Council.

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this purchase is complete or June 30, 2015, whichever occurs sooner.

**Selectman Doherty MOVED that the Town vote to raise and appropriate up to \$220,000 for the purpose of acquiring the Steele Property, Tax Map 8, Lot 2, on Route 10, and to fund this appropriation by authorizing withdrawal of this sum from the Conservation Fund, with no funds being raised by taxation. And further to permanently protect this 6 acre parcel through the establishment of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen and the Hanover Conservation Council, with the conservation easement to be conveyed to the Hanover Conservation Council.**

**This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this purchase is complete or June 30, 2015, whichever occurs sooner.**

**Vice Chairman Connolly SECONDED the motion.**

Ms. Griffin stated that one of the nice things about this year's Town Meeting is that they were able to spend time working on conserving property. The Steele Property and the Rinker Tract are two wonderful pieces of property off Route 10, opposite Kendal at Hanover. The Conservation Commission and the Conservation Council will be coming to the Board next Monday to speak to the Conservation plan.

Moderator Nelson asked for other discussion pertaining to Article Nineteen.

**The motion PASSED and Article Nineteen was ADOPTED as written.**

**ARTICLE TWENTY:** To see if the Town will vote to permanently protect the 17.6 acre Rinker Tract, Tax Map 8, Lot 4, on Route 10 and adjacent to the Steele Property, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council.

**Selectman Doherty MOVED that the Town vote to permanently protect the 17.6 acre Rinker Tract, Tax Map 8, Lot 4, on Route 10 and adjacent to the Steele Property, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council.**

**Vice Chairman Connolly SECONDED the motion.**

There was no further discussion of Article Twenty.

**The motion PASSED and Article Twenty was ADOPTED as written.**

**ARTICLE TWENTY-ONE:** (Article submitted by petition) To see if the Town will vote to raise and appropriate \$3,410 to support the services provided for the residents of Hanover by the Outreach House. This is the third year this article has appeared on the warrant.

**Selectman Doherty MOVED that the Town vote to raise and appropriate \$3,410 to support the services provided for the residents of Hanover by the Outreach House. This is the third year this article has appeared on the warrant. SECONDED from the floor.**

Susan Shinn, Administrator of Outreach House, introduced herself and explained that Outreach House is a small facility for older residents. They are asking for funding from the Town of Hanover to cover some of the lost income when the rooms are vacant. She has filled 3 of the 4 recent vacancies and has been able to provide respite care for 3 other people in Town. They are asking for support for one-month's rent and expressed appreciation for the support in past years.

Carol Weingeist, President of the Board for Outreach House, thanked Susan Shinn for her care of their residents. She noted that back in 1991 a group of Hanover citizens came together when they saw the need for a community home in Hanover for their older citizens and after funds were raised they were able to purchase the home in 1997. They appreciate the Town's support and noted that they are a 501 (c) (3) and noted that it's wonderful to have a home for local residents parents. There are also 3 Dartmouth Grad students that help provide nighttime coverage at the facility.

Kathy Garrity stated that she is a regular volunteer at Outreach House. It is a unique place, warm and caring and she would encourage the voters to support them.

**The motion was PASSED and Article Twenty-One was ADOPTED as written.**

**ARTICLE TWENTY-TWO:** (Article submitted by petition) To see if the Town will vote to raise and appropriate \$2,500 to support the services provided for the residents of Hanover by ACoRN.

**Selectman Doherty MOVED that the Town vote to raise and appropriate \$2,500 to support the services provided for the residents of Hanover by ACoRN. Chairman Walsh SECONDED the motion.**

Vicki Brooks, Executive Director, stated that this agency is not part of any other ACoRN organization. They have been around for 20 years and provide HIV and Hepatitis C support and service for people in Grafton and Sullivan Counties in New Hampshire and Orange and Windsor Counties in Vermont. They have a budget of under \$300,000/year so every penny counts and they are asking for \$2,500. They have not been on the Warrant for the past two years because there was a lapse prior to her involvement with this organization. ACoRN services about 40 people in their case management program, some of which are Hanover residents. They hold a one-day event yearly where they provide testing for HIV. The money that they hope to receive would be used to help defray the costs of the programs to test for HIV, AIDS and Hepatitis C.

Kim Perez stated that she manages an HIV program at DHMC. She noted that the NH State Government was looking to cut another \$500,000 in funding this year for agencies such as ACoRN. She noted that with regard to HIV in the State of NH the rate is approximately 1 per 1,000 people. About 21% of people don't know their HIV status. In NH, HIV patients are 3 times more likely to be poor and 8 times more likely to be black or Hispanic. People who know their status are less likely to infect others. They know that the services that ACoRN provides help people in their care and help to prevent the spread of disease.

**The motion was PASSED and Article Twenty-Two was ADOPTED as written.**

**ARTICLE TWENTY-THREE:** (Article submitted by petition) To see if the Town will vote to affirm our state constitution's guarantee that all persons are "equally free and independent". We therefore strongly affirm the new marriage equality law, which promises equal freedom, dignity and respect for all our citizens. We also strongly condemn the efforts by some to repeal the new marriage law and enshrine discrimination in our constitution, all in order to deny our fellow citizens the fundamental right of equality to which we are

all entitled. We direct the Board of Selectmen to report the passage of this warrant to the clerks of the State House of Representatives and the Senate, to each of our State Representatives, to our State Senator and to Governor Lynch.

**Selectman Rassias MOVED that the Town vote to affirm our state constitution's guarantee that all persons are "equally free and independent". We therefore strongly affirm the new marriage equality law, which promises equal freedom, dignity and respect for all our citizens. We also strongly condemn the efforts by some to repeal the new marriage law and enshrine discrimination in our constitution, all in order to deny our fellow citizens the fundamental right of equality to which we are all entitled. We direct the Board of Selectmen to report the passage of this warrant to the clerks of the State House of Representatives and the Senate, to each of our State Representatives, to our State Senator and to Governor Lynch. SECONDED from the floor.**

David Pierce, New Hampshire State Representative (Etna), proposed Warrant Article Twenty-Three. In 2009 the Marriage Equality Statute was passed and he was asked to speak on the House Floor to get this passed. He argued to the House that marriage equality is important not only to his family but important to all families in New Hampshire. A lot of people approached Rep. Pierce after the statute was passed, stating that they want to live in a State that affirms equal dignity for all of its citizens. Rep. Pierce stated that he and his partner have two daughters, Emma (6) and Grace (1) and noted that the community has been so welcoming since they moved here in 2004. Since the passing of the Statute, the Marriage Equality Law has been under attack. There was a bill in the past session to repeal the Marriage Equality Law and this was subsequently defeated. The arguments to repeal the marriage equality law have gained national media attention. The principle argument that same sex relationships and marriage is bad for the raising of children. He noted that he had a representative approach him on the floor of the House stating that she would do everything she could to repeal the statute and to have my children removed from my house. He noted that this was quite upsetting and part of the reason that he proposed this Article is that there has been an effort to have towns at Town Meetings across the State vote to repeal the law. Fortunately they live in NH and out of 230 jurisdictions; only 50 have passed the Articles to repeal the Law. All of those Warrant Articles in those towns were worded in the negative saying that the Towns should urge the legislature to repeal the Law.

Rep. Pierce stated that he wanted to bring a positively worded article that we affirm the Marriage Equality Law and the quality for all of their citizens and that NH has made great progress and they do not wish to see the State taken back to a time of discrimination. In his floor speech on the House floor he just talked about his family. He and his partner have been together for almost 20 years and just like every other family they have tried to teach their children proper manners. Marriage for same sex couples is not a threat to anyone's marriage. The efforts to repeal are being well funded by out of state groups such as the National Organization for Marriage. Such groups have been attacking the State Legislature and Governor Lynch on this issue. Governor Lynch is the only person in the U.S. to sign this statute and these organizations are going to try to use the marriage equality issue to try to divide the people in NH. He wanted his Town to stand up and make an affirmative statement of marriage equality. He asked for the residents support.

Professor Roger Masters (Dartmouth College) supports this article and noted that recently there is a scientific report that there is a gene mutation in males that orient males to be attracted to the same sex therefore he considers that this motion is absolutely necessary to protect the natural right to life, liberty and the pursuit of happiness. It should be clear to adopt a law that that is contrary to the biological nature of some individuals is contrary to the principles of this country.

Bob Norman stated that he is in sympathy with what is trying to be done with this Article but is disturbed by the wording. There are people that believe that marriage should be between a man and a woman. People have a right to believe that as long as they are not trying to force that on someone else. He didn't want to see the negative wording regarding "enshrining discrimination in the Constitution." He feels that this portrays him as a bigoted person for what he believes in.

Carrie Brown, Etna, is not comfortable with the wording "we strongly condemn" and would like to propose an amendment to remove that entire sentence.

Moderator Nelson stated that in the interest of clarity of what is being voted on, he will accept amendments but does not want to consider amendments to amendments to amendments.

**Carrie Brown MOVED to amend Article Twenty-Two to read “MOVE that the Town vote to affirm out state constitution’s guarantee that all persons are “equally free and independent.” We therefore strongly affirm the new marriage equality law, which promises equal freedom, dignity and respect for all our citizens. We direct the Board of Selectmen to report the passage of this warrant to the clerks of the State House of Representatives and the Senate, to each or our State Representatives, to our State Senator and to Governor Lynch.” Bob Russell SECONDED the amendment to the motion.**

Mr. Pierce noted that he appreciates the discussion but wanted to note that it does not condemn the people but they want to condemn the efforts in order to keep discrimination on the books. The wording was very deliberate and carefully chosen to make this clear. He noted that he agrees that everyone has the right to their beliefs but this is not an effort to condemn the people. They condemn the efforts to foist it upon the State that they are not equal citizens. He appreciates the amendment but does not feel that the language accomplishes what the previous speakers were talking about.

**The amendment to the motion was DEFEATED by a voice vote.**

Bob Russell appealed the vote on the amendment and asked for a hand counted vote.

Moderator asked for a show of hands on the amendment. There were 46 votes in favor of the motion and 98 votes opposed to the amendment. The amendment failed.

Moderator Nelson asked for further discussion on the original motion.

**The motion PASSED and Article Twenty-Three was ADOPTED as written.**

David Pierce requested a hand counted vote for Article Twenty-Three. There were 141 votes in favor of Article Twenty-Three; 6 opposed and 9 abstained. The hand vote confirmed that the motion carried.

**ARTICLE TWENTY-FOUR:** (Article submitted by petition) To see if the Town will vote to affirm the following:

Shall New Hampshire’s Congressional Delegation be instructed to pursue a new and independent investigation to address thoroughly all of the evidence and unanswered questions related to the events of September 11, 2001?

**Chairman Walsh MOVED that the Town vote to affirm the following:**

**Shall New Hampshire’s Congressional Delegation be instructed to pursue a new and independent investigation to address thoroughly all of the evidence and unanswered questions related to the events of September 11, 2001? SECONDED from the floor.**

Kayren Morrill made the following statement:

“Tonight, almost ten years later, I bring mere words to the subject of what happened on September 11, 2001. Together, we can bring action. On that date, as we all know, the people of the world *~en masse~* focused their attention, compassion, and sympathy on us in the United States.

Words are but the tip of any iceberg. THIS iceberg itself lives on – in minds within our own borders and well beyond – in symbol, images, and the longest war ever waged by the United States – created that day.

Perhaps your thought about the subject of this Article is, “Why now?” Because now more than 3,148 concerned professionals in 11 relevant fields relative to the subject, have joined with the group called, *9/11 Survivors and Family Members for 9/11 Truth*, to urge a new investigation of the events of September 11, 2001. They include government officials, pilots, engineers, military officers, architects, and they are relying on their own careful research into the astonishing number of unanswered questions left by the *9/11 Commission Report* published in 2004.

This new evidence 1) merits your earnest attention; 2) suggests a new and TRULY independent investigation is essential to minimize the risk of another such tragedy; and 3) makes any turning aside from this subject by responsible people in a democracy a form of Group Think.

I believe the residents of Hanover will agree that Group Think deserves no part in our democracy. I urge those unaware of this subsequent research, or unaware of the collages, five hours later than the two towers, of the World Trade Center Building 7 (which was not hit by a plane), to seek out the research subsequently published, and to consider now:

- Will my positive vote tonight for a new investigation allow others to join me in making our democracy work?  
Or,
- Will my negative vote, by preventing even consideration of the new evidence, prevent others from joining me in that work?

There are four 9/11 Truth groups in New Hampshire. I speak as a member of one, the *Upper Valley 9/11 Truth Alliance*. Fifty-four others in the U.S. alone are working toward responsible democracy in VT, DC, CA, GA and NY.

We voters owe it to each other to be informed – indeed, are here tonight because we believe an informed citizenry is crucial to a successful democracy. Please vote to put this matter of a new investigation of 9/11 on New Hampshire’s agenda. Thank you for your patience in listening.”

Professor Roger Masters stated that the principle evidence on the events of 9/11 is a speech by Osama Bin Laden on October 29, 2004 in which he explains the reasons why he organized the events of 9/11 part of which was to bankrupt America. He had spent over \$500,000 on that activity and we had spent over \$500 million in Iraq so he achieved his goal. In the attack on 9/11, there is very clear evidence of Osama Bin Laden’s active planning for it and the war in Iraq, which is a totally different issue, and is not covered by this motion. Professor Masters feels that this motion is not appropriate.

**The motion was DEFEATED.**

Moderator Nelson announced that after the meeting is adjourned, the results of the school and town ballot votes would be announced.

Selectman Doherty noted that the Hanover Conservation Commission and Hanover Garden club had a display including a plant swap and brochures on alternatives to invasive plants. She encouraged residents to pick up brochures that were still available and thanked Barbara McIlroy for setting this up today.

Lyn Swett-Miller had a display set up all day for Sustainable Hanover and noted appreciation for the information provided.

**ARTICLE TWENTY-FIVE:** To transact any other business that may legally be brought before this Town Meeting.

**Selectman Doherty MOVED that the Town vote to transact any other business that may legally be brought before this Town Meeting. Vice Chairman Connolly SECONDED the motion.**

There was no other business brought before Town Meeting.

**Bob Russell MOVED to adjourn the meeting. Chairman Walsh SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 8:54 P.M.**

Respectfully Submitted,

Charles Garipay, Town Clerk

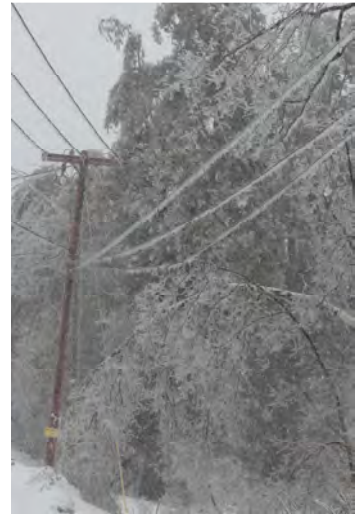
Minutes prepared Elizabeth S. Rathburn.





# 2011 Ice Storm

Photo Credit:  
Public Works Department







**As Hanover celebrates its  
250<sup>th</sup> Anniversary, look how  
Main Street has changed  
over the years.**

Photo Credit: Frank J. Barrett

